



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



## NOTICE OF AN OPEN NATIONAL INVITATION TO TENDER

No. \_\_\_\_\_/AONO/CNPS/DG/CIPM/19 OF \_\_\_\_\_  
FOR REHABILITATION OF COMMUNAL AREAS OF « TOUR DU WOURI » BUILDING IN DOUALA IN  
SIX (06) LOTS, IN EMERGENCY PROCEDURE

FUNDING : Budget of the NSIF

### 1. Subject of the Invitation to Tender

Within the framework of the implementation of its 2018-2022 Strategic Plan and with view to ensure long-term sustainability of NSIF assets, thereby ameliorating its image, the Directorate General of the National Social Insurance Fund launches an Open National Invitation to Tender in emergency procedure for the rehabilitation of communal areas of the « tour du Wouri » building in Douala in six (06) independent lots.

### 2. Consistency of Works

The work, subject of this Invitation to Tender include:

- **Demolitions:** removal and demolition of networks and terminals of plumbing, electricity of communal; removal of the sealing complex; dismantling of both elevators as well as all the wood and metal joinery in the entrance hall;
- **Masonry:** repair of the slope shapes of the terrace roofs, resumption of the borders of the green spaces, reinforced concrete of the bins of the showers and massifs of foundation for blower;
- **Carpentry:** recovery of ceilings and staff of the lobby
- **Plumbing:** Overhaul of the water supply and drainage piping including all valve and valve installation problems, then replacement of defective equipment and fire safety system;
- **Electricity:** Rehabilitation and compliance of facilities including replacement of all lighting and socket terminals of communal areas;
- **Sealing:** Sealing of the terrace roof
- **Painting:** Rehabilitation of the exterior paintings of the fence
- **Metalwork:** Replacement of grides and gates of the fence wall and banister;

**Others:** Replacement of two elevators, site installation, site cleaning and waste transportation to the dump.

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

### 3. Execution Deadline

The deadline foreseen by the Client for execution of works subject of this Invitation to Tender is ninety **(90)** days for each lot.

### 4. Allotment

The work is divided into six lots as defined below:

- Lot 1 : False ceiling and Metalwork
- Lot 2 : Sealing
- Lot 3 : Plumbing
- Lot 4 : Electricity
- Lot 5 : Security
- Lot 6 : Elevator

### 5. Estimated Cost

Estimated cost at the end of preliminary studies is **CFA F (excluding taxes) HTT 273 429 230 (two hundred and seventy three million, four hundred and twenty nine, two hundred and thirty)** divided as follows:

- **Lot 1 : False ceiling and Metalwork: FCFA HTT 30 650 575 (thirty million six hundred and fifty thousand, five hundred and seventy-five);**
- **Lot 2 : Sealing: FCFA HTT 39 500 000 (thirty nine million and five hundred thousand) ;**
- **Lot 3 : Plumbing : FCFA HTT 56 995 850 (fifty-six million, nine hundred and ninety-five thousand, eight hundred and fifty).**
- **Lot 4 : Electricity: FCFA HTT 41 535 805 (forty-one million, five hundred and thirty-five thousand, eight hundred and five)**
- **Lot 5 : Security : FCFA HTT 39 247 000 (thirty-nine million, two hundred and forty seven thousand)**
- **Lot 6 : Elevator: FCFA HTT 65 500 000 (sixty-five million and five hundred thousand)**

### 6. Participation and Origin

Participation to this Invitation to Tender is opened to Construction and Public Work Companies established under Cameroonian law, with proven experience in this type of work.

### 7. Funding

Work subject of this Invitation to Tender shall be financed from the budget programme 2018-2022 of the National Social Insurance Fund, on budget line 7-2D2206 in accordance with programme P112.

### 8. Provisional Guarantee

Each bidder must attach to his administrative documents a bid bond issued by a first-rate bank approved by the Ministry of Finance, specifying an amount of:

- **613 000 (six hundred and thirteen thousand)** CFA Francs for lot 1 ;
- **790 000 (seven hundred and ninety thousand)** CFA Francs for lot 2 ;
- **1 139 000 (one million one hundred and thirty-nine thousand)** CFA Francs for lot 3 ;
- **830 000 (eight hundred and thirty thousand)** CFA Francs for lot 4 ;
- **784 000 (seven hundred and eighty-four thousand)** CFA Francs for lot 5 ;
- **1 310 000 (one million and three hundred and ten thousand)** CFA Francs for lot 6.

The deposit shall be valid thirty (30) days beyond the original expiry date of offers.

### 9. Consultation of Tender File

The Tender file may be consulted during working hours at the Contracts Unit located at the 9<sup>th</sup> floor, room 903 of the NSIF Head Office building, Independence Square upon publication of this notice to Tender on the NSIF website ([www.cnps.cm](http://www.cnps.cm)) and the notice board.

## 10. Acquisition of Tender File

The Tender file may be obtained during working hours at the Contracts Unit located at the 9<sup>th</sup> floor, room 903 of the NSIF Head Office building upon publication of this notice to Tender, against presentation of a payment receipt of a non-refundable amount of CFA Francs **110.000 (one hundred and ten thousand)** in NSIF Special Account opened in UBA bank No. 1003 3052 0707 0070 00003-93

Upon withdrawal of the File, bidders must in any case be registered by leaving their complete address (PO Box, telephone contacts).

## 11. Submission of Offers

Each bid drafted in French or English, in six (06) copies, including one (01) original and five (05) copies labelled as such should reach the Contracts Unit no later than \_\_\_\_\_ at \_\_\_\_\_, local time and shall be labelled:

:

**“OPEN NATIONAL INVITATION TO TENDER  
No. \_\_\_\_\_/AONO/CNPS/DG/CIPM/19 OF \_\_\_\_\_**

**FOR REHABILITATION OF COMMUNAL AREAS OF « TOUR DU WOURI » BUILDING IN DOUALA IN  
SIX (06) LOTS, IN EMERGENCY PROCEDURE**

**TO BE OPENED ONLY DURING THE BIDS OPENING SESSION”**

## 12. Admissibility of Offers

Subject to being rejected, the administrative documents required must be produced in originals or certified true copies by the issuing service or an administrative authority in accordance with the stipulation specified in the Invitation to Tender.

These documents must not be older than three (03) months preceding the original date of submission of bids or been established after the date of signature of the Tender notice.

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

## 13. Opening of Bids

Bids shall be opened in one phase.

The opening of administrative documents and the technical and financial offers shall take place on \_\_\_\_\_ at \_\_\_\_\_ local time, by the Internal Commission of the Tenders Board of the National Social Insurance Fund.

Only bidder shall attend the bids opening session or be represented by a duly mandated person.

## 14. Evaluation Criteria

### ➤ Eliminary Criteria

Eliminary criteria include:

- False statement, replacement or forged administrative documents;
- Absence of an administrative document at the opening of bids or non-compliance of one of the administrative documents (however, the bidder has a deadline of 48 h, to produce a compliant document, otherwise he shall be eliminated);

- Absence of the site visit certificate countersigned by the head of structure of the locality beneficiary of the work and the bidder.
- Absence of a quantify price unit in the financial offer ;
- Non-validation of at least 70% of the evaluation sub-criteria;
- Lack of execution in Cameroon of civil engineering and electrical engineering works worth at least 35 million in the last five years;
- Absence of a declaration of non-withdrawal and non-default in the performance of contracts prior to the NSIF countersigned by the Client or his representative and the bidder;
- Non-compliance with CSR standards:
  - Workforce affiliated at the NSIF: higher or equal to 3 (online declaration of last 03 months), a detailed list of personnel with their individual insured NSIF numbers, attach clearance certificate (APS) showing update of payment of contributions;
  - Fair remuneration (respect of SMIG: attach DIPE or salary statements);
  - Respect of the principle of gender promotion: justify at least 20% of the female workers in the workforce (attach DIPE, list of personnel and gender report);
  - Liability insurance covering the current financial year (attach insurance policy).

➤ **Essential Qualification Criteria**

No.	CRITERIA	EVALUATION	
		YES	NO
1	<b>General Presentation of Offer</b> <ul style="list-style-type: none"> <li>• Spiral binding ;</li> <li>• Lay out of document ;</li> <li>• Orderly presentation of parts of the document ;</li> <li>• Colour interlayer</li> </ul>		
2	<b>General References of Company</b> <ul style="list-style-type: none"> <li>• Justify at least two (02) similar services of an accumulated amount at least equal to CFA F 9.000.000 (nine million) for lot No. 1 ; 11.000.000 (eleven million) for No. 2 and 5 ; 12.000.000 (twelve million) for No.4 ; 17.000.000 (seventeen million) for lot No. 3 and 19.000.000 (nineteen million) for lot No. 6 in the last three (03) years.</li> </ul>		
3	<b>Funding Capacity</b> <ul style="list-style-type: none"> <li>• Justify a funding capacity of at least CFA F 9.000.000 (nine million) for lot No. 1 ; 11.000.000 (eleven million) for No. 2 and 5 ; 12.000.000 (twelve million) for No.4 ; 17.000.000 (seventeen million) for lot No. 3 and 19.000.000 (nineteen million) for lot No. 6, issued by a first-rate bank and approved by the Ministry of Finances.</li> </ul>		
4	<b>Compliance with HQSE norms</b> <ul style="list-style-type: none"> <li>• Justify individual protection equipment of workers</li> </ul>		
5	<b>Qualification and Experience of Key Personnel for Each Lot</b> <ul style="list-style-type: none"> <li>• <b>Monitoring of Works:</b> <ul style="list-style-type: none"> <li>- Design Engineer ( "A" levels +5 at least or equivalent) or Construction Engineer ("A" levels +3);</li> <li>- Experience: at least five (05) years for Construction Engineers.</li> </ul> </li> <li>• <b>Plumbing Domain :</b> <ul style="list-style-type: none"> <li>- Senior technicians ("A" levels + 2 at least or equivalent)</li> <li>- Experience: at least three (03) years</li> </ul> </li> <li>• <b>Implementation :</b> <ul style="list-style-type: none"> <li>- Qualified technicians and workers</li> </ul> </li> </ul>		
6	<b>Evidence of acceptance of Contracts conditions</b> <ul style="list-style-type: none"> <li>• Certificate of site visit signed by the head of the beneficiary structure and the bidder;</li> <li>• CCAP initialled on each page, dated, signed and sealed on the last page followed by "read and approved"</li> <li>• CCTP initialled on each page, dated, signed and sealed on the last page</li> </ul>		

	followed by "read and approved"		
7	<b>Planning and Deadline</b> <ul style="list-style-type: none"> <li>Detailed planning on execution of works in accordance with deadlines;</li> <li>Deadline ≤ 90 days.</li> </ul>		
8	<b>Methodology and Organisation</b> <ul style="list-style-type: none"> <li>Supply and retreat of site installation equipment;</li> <li>Production of an execution schedule allowing the continuation of the activities of the Services;</li> <li>Execution of the preparatory work;</li> <li>Execution of the aforementioned works;</li> <li>Testing in implementation;</li> <li>General cleaning and evacuation of the site.</li> </ul>		

### 15. Attribution

The contract shall be awarded to the candidate having:

- Presented a compliant administrative offer ;
- Validated of at least 70% of the evaluation essential criteria;
- Presented the lowest financial bid.

### 16. Maximum Number of Lots

A bidder may be awarded a maximum of two lots provided they have two separate teams.

### 17. Validity of Bids

Bidders shall remain committed to their offers within a period of ninety (90) days from the date set for the submission of their bids.

### 18. Visit of Sites

For records.

### 19. Further Information

Further information can be obtained during working hours at the Contracts Unit at the 9<sup>th</sup> floor, room 903 of the NSIF Head Office building.

#### Copy :

- PCA/CNPS
- P/CIPM ;
- DAG (SM)
- Notice board

Yaounde,