

**NATIONAL OPEN INVITATION TO TENDER
No. 18./NOIT/CNPS/DG/CIPM/18 OF 10 OCTOBER 2018**

RELATING TO THE ACQUISITION OF TWO (02) NEW FUNCTION VEHICLES FOR THE DIRECTOR GENERAL OF THE NATIONAL SOCIAL INSURANCE FUND, INCLUDING ONE (01) OF TYPE APPARAT ALL TERRAIN WITH AIR CONDITIONER AND ONE (01) OF TYPE BERLINE LUXURY AIR CONDITIONER, IN EMERGENCY PROCEDURE

**Document No.1:
Notice for an Invitation to
Tender (AAO)**

REPUBLIQUE DU CAMEROUN
Paix – Travail – Patrie

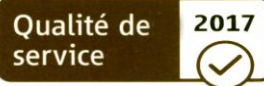
CNPS
Caisse Nationale de Prévoyance Sociale
Vous ne serez jamais seul



REPUBLIC OF CAMEROON
Peace - Work – Fatherland

NSIF
National Social Insurance Fund
You will never live alone

BP 441 Yaoundé – Tél.: 222-22-46-01
P.O BOX Fax : 222-22-57-55



**NATIONAL OPEN INVITATION TO TENDER
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RELATING TO THE ACQUISITION OF TWO (02) NEW FUNCTION VEHICLES FOR THE DIRECTOR GENERAL OF THE NATIONAL SOCIAL INSURANCE FUND, INCLUDING ONE (1) OF TYPE APPARAT ALL TERRAIN WITH AIR CONDITIONED AND ONE (01) OF TYPE LUXURY SEDAN AIR CONDITIONED IN TWO INDEPENDENTS LOTS, IN EMERGENCY PROCEDURE

FUNDING : CNPS Budget

1. Purpose of the Invitation to Tender

As part of the reinforcement of its car fleet, the Director General of the National Social Insurance Fund intends to launch a National Open Invitation to Tender for the acquisition of two (02) new vehicles for the Director General of the National Social Insurance Fund including one (01) of type all-terrain with air conditioner and one (01) of type air-conditioned luxury sedan, under emergency procedure. The main objective is to allow the Director General of CNPS to have the means of locomotion in perfect condition, for the preservation of the image of the Institution and the improvement of its working conditions.

2. Consistency of the services

The vehicles that are subject of this study should meet the specifications listed below in the special technical clauses:

No.1 : One (01) VEHICLE ALL-TERRAIN WITH AIR CONDITIONER 05 DOORS

1. Technical characteristics

- Engine : Turbo diesel ≥ 3 liters
- Sources of energy : diesel fuel
- Tank capacity : ≥ 150 liters (main tank + auxiliary tank)
- Braking : ventilated discs front and rear + multi terrain ABS system
- Supply circuit : Indirect fuel injection
- Total cubic capacity (in cm³) : ≥ 2982
- Gearbox : Automatic or Manual to 05 or 06 speeds
- Fiscal power: ≥ 09 CV

- Electric power : ≥ 120 KW to 3000 tr/mn
- Dimensions (L x l x H) $\geq 4930 \times 1885 \times 1845$ mm
- Number of places : 07 places
- Wheelbase : ≥ 2790 mm
- Ground clearance : ≥ 220 mm
- Total weight dependent : ≥ 2990 Kg

2. Equipment

- Power : steering
- Air conditioned : yes
- Radio + player CD-MP3
- Rims : in alu/sheets/steel 17 inches
- Pneumatic : 265/60/R17

3. Security

- Centralized condemnation of doors : yes
- Security kit (extinguisher, triangle and pre-signaling vest, first emergency kit, first aid kit...)
- Airbag (driver & passenger)
- VSC (electronic anti robbery)
- ATRC (active power distribution)
- Dual automatic air conditioned
- Fabric seat, manual adjustment
- Dressing of fabric doors
- Manual headlight adjustment
- Halogene AV projector
- Spoiler AR
- Chrome grille
- Adjustable column
- Seatbelt : AV and AR
- Speedometer KM/H + Water meter
- Window lift : electric
- Central condemnation of doors : yes
- Outside mirror for windows
- Cigarette lighter, ashtray : yes
- Carpet flooring
- Rear wiper

4. Tools :

- 01 spare wheel
- 01 jack with handle
- 01 complete toolkit
- 01 complete service manual
- 01 warranty book
- 01 pre-signaling triangle
- 01 Extinguisher
- 01 security vest
- 01 pharmacy box

N°2: One (01) AIR CONDITIONED LUXURY SEDAN VEHICLE PETROL ENGINE

1. Technical characteristics

- Engine: petrol ≥ 3 liters
- Braking : assisted antiblocking (ABS) on the 04 wheels
- tank : ≥ 70 liters
- Supply circuit : Indirect fuel injection
- Total cubic capacity (in cm³) : ≥ 3456
- gearbox : Automatic or Manual of 05 or 06 speeds
- Power : ≥ 17 CV
- Dimensions (L x l x H) $\geq 4825 \times 1825 \times 1480$ mm
- Number of places : 05 places
- Wheelbase : ≥ 2275 mm
- Ground clearance : ≥ 160 mm
- Unloaded weight/Payload: $\geq 1540\text{Kg}/560$ Kg

2. Equipment

- Power : steering
- Air conditioned : yes
- Radio mono CD 4x15W with player MP3
- Rims : in aluminium 16 or 17 inches

3. security and tools

- Centralized condemnation of doors : yes
- Witness of open doors : yes
- Witness of fuel tank : yes
- Automatic intermittent ice wiper
- Reversing radar : yes
- Child safety on back door : yes
- 01 spare wheel
- User manual french/english
- 01 jack with handle
- 01 Complete toolkit
- 01 complete user manual
- 01 warranty book
- 01 pre-signaling triangle
- 01 Extinguisher
- 01 security vest
- 01 pharmacy box

In all cases, the services include all the details of the Quotation Quantitative and Estimative and the Description of Supply attached to this file and all the subjections necessary for their perfect execution.

3. Execution Deadline

The deadline provided by the project Manager for the delivery of the equipment, subject of this Invitation to Tender is **sixty (60) days** for each lot.

4. Allotment

The services are divided into two lots distributed as follows:

No. 1: One (01) VEHICLE ALL-TERRAIN AIR CONDITIONED 05 DOORS;

No. 2: One (01) LUXURY AIR CONDITIONED SEDANE VEHICLE PETRO ENGINE

5. Estimated cost

The estimated cost of the operation at the end of the preliminary studies is **CFAF 96 314 465 (eighty-six million three hundred and fourteen thousand four hundred and sixty-five), excluding taxes:**

No. 1: CFAF 46 000 000 (fourty six million), excluding taxes;

No. 2: CFAF 50 314 465 (fifty million three hundred fourteen thousand four hundred and sixty-five).

6. Participation and origin

Participation in this Invitation to Tender is open to companies under Cameroon law with proven experience in this type of services.

7. Funding

The supplies subject of this Invitation to Tender are financed by the budget of the National Social Insurance Fund for the financial year 2018 on budget line **7-2D223** 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:

- **CFAF 900 000 (nine hundred thousand) for lot No.1 ;**
- **CFAF 1 000 000 (one million) for lot No.2.**

This deposit will be valid for **thirty (30) days** beyond the original date of validity of the offers. ***With the exception of the period referred to above, the guarantee ceases to have effect, even in the absence of a release, unless the Director General has duly served the other party that he has not fulfilled all his obligations. In this case, the Deposit can only be terminated by a release issued by the Director General.***

9. Consultation of the Tender File

The file can be consulted during working hours at the Contracts Service located at the 9th floor, room 903 of CNPS head Office building, Independence Square, as soon as this Notice is published in the Journal of Contracts.

10. Acquisition of the tender File

The file can be obtained at the place indicated above, upon publication of this notice, against payment of a non-refundable amount of **96,000 (ninety-six thousand) CFA francs** in the **Special Account on behalf of the CNPS No. 1003 3052 0707 0070 00003 - 93** opened in the books of **UNITED BANK OF AFRICA (UBA)**.

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

11. Submission of Tenders

Each Tender written in French or English in five (05) copies of which one (01) original and four (04) copies marked as such, must reach the Contracts Service by 31 October 2018 **at 2 pm** local time, and must be marked:

**« NATIONAL OPEN INVITATION TO TENDER
No. 18/NOIT/CNPS/DG/CIPM/18 OF 10 OCTOBER 2018**

RELATING TO THE ACQUISITION OF TWO (02) NEW SEDAN AIR CONDITIONED FUNCTION VEHICLES FOR THE DIRECTOR GENERAL OF THE NATIONAL SOCIAL INSURANCE FUND, INCLUDING ONE (01) OF APPARAT TYPE ALL TERRAIN AIR CONDITIONED AND ONE (01) TYPE LUXURY SEDAN AIR CONDITIONED IN TWO INDEPENDENTS LOTS, IN EMERGENCY PROCEDURE

TO BE OPENED IN COUNTING SESSION ONLY »

12. Admissibility of Tenders

Under penalty of rejection, the required administrative documents must be produced in originals or certified true copies by the issuing service 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, notably 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 the folds will be done in a time.

The opening of administrative documents, technical and financial offers will take place on 31 October 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 4th floor, room 416 of CNPS building located at Avenue Kennedy.

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

14. Evaluation criteria

➤ Eliminary criteria

The eliminary criteria are as follows:

- ***False statements, substitution or falsification of administrative documents;***
- ***Absence of an administrative document or nonconformity of a document in the administrative file (the tenderer still has 48 hours to comply with the non-compliant document, otherwise he will be eliminated);***
- Non validation of at least 70% of the sub criteria of evaluation;
- Non-compliance with the major technical specifications provided in the Supply Description such as power, weight, ground clearance, gearbox, air conditioning and fuel system;

- Non-compliance with 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 the personnel accompanied by their individual registrations at CNPS, attach the Clearance Certificate attesting to the update of the payment of the contributions;
 - Fair remuneration (respect of SMIG: attach DIPE or salary reports);
 - Respect for the principle of promoting gender: justify at least 20% female gender in the workforce (attach the DIPE, the list of staff and the gender report);
 - Civil liability insurance covering the current financial year (attach insurance policy).

➤ **Essential qualification criteria**

No.	CRITERIA	EVALUATION	
		YES	NO
1	General presentation of the Tender <ul style="list-style-type: none"> • Spiral binding ; • Formatting the document ; • Scheduling of the different parts of the document ; • Color spacer 		
2	References of the company <ul style="list-style-type: none"> • Justify services of a cumulative amount at least equal to CFA Francs 13,800,000 (thirteen million eight hundred thousand) for No. 1 and CFA Francs 15,094,340 (fifteen million ninety-three thousand three hundred and forty) for No. 2 in the last three (03) years. 		
3	Financing capacity <ul style="list-style-type: none"> • A certificate of financing capacity issued by a first-rate bank of an amount greater than or equal to CFA Francs 13,800,000 (thirteen million eight hundred thousand) for No.1 and CFA Francs 15,094,340 (fifteen million ninety-four thousand) three hundred and forty) for No. 2 for each lot. 		
4	Availability of spare parts and after sales service <ul style="list-style-type: none"> • Arrange spare parts and after-sales service • Demonstrate rapid equipment maintenance capability after occurrence of an accident or breakdown • attest to the availability of adequate technical staff • Availability of spare parts (supporting documentation, source and supply path) 		
5	Knowledge of DF and CCAP <ul style="list-style-type: none"> • DF Availability of spare parts (supporting documentation, source and supply path) • CCAP initialed on each page, dated, signed and sealed on the last page followed by the words "read and approved" 		
6	Planning and deadline <ul style="list-style-type: none"> • Planning, • Deadline ≤ to 60days for each lot. 		
7	Technical compliance, safety and equipment tools: Attach the technical sheets highlighting their compliance with the technical specifications described in the Description of Supply. 1- ALL-TERRAIN AIR CONDITIONED 05 DOORS VEHICLE		

TECHNICAL SHEET

➤ Technical

- Engine : Turbo diesel ≥ 3 liters
- Source of energy : diesel fuel
- Tank capacity : ≥ 150 liters (main tank + auxiliary tank)
- Braking : ventilated discs front and rear + multi terrain ABS system
- Supply circuit : Indirect injection of petrol
- Total cylinder capacity (in cm³) : ≥ 2982
- Gearbox : Automatic or Manual of 05 or 06 speeds
- Fiscal power: ≥ 09 CV
- Electric power : ≥ 120 KW of 3000 tr/mn
- Dimensions (L x l x H) ≥ 4930 x 1885 x 1845 mm
- Number of places : 07 places
- Wheelbase : ≥ 2790 mm
- Ground clearance : ≥ 220 mm
- Total weight dependent : ≥ 2990 Kg

➤ Equipment

- power : steering
- Air conditioning : yes
- Radio + player CD-MP3
- Rims : in alusteel/sheets 17 inches
- Pneumatic : 265/60/R17

➤ Security

- Centralized condemnation of doors : yes
- Security kit (extinguisher, triangle and pre-signaling vest, first emergency kit, first aid kit...)
- Airbag (driver & passenger)
- VSC (electronic anti robbery)
- ATRC (active power distribution)
- Dual automatic air conditioned
- Fabric seat, manual adjustment
- Dressing of fabric doors
- Manual headlight adjustment
- Halogene AV projector
- Spoiler AR
- Chrome grille
- Adjustable column
- Seatbelt : AV and AR
- Speedometer KM/H + Water meter
- Window lift : electric
- Central condemnation of doors : yes
- Outside mirror for windows
- Cigarette lighter, ashtray : yes
- Carpet flooring
- Rear wiper

➤ Tools

- 01 spare wheel
- 01 jack with handle
- 01 complete toolkit
- 01 complete service manual
- 01 warranty book
- 01 pre-signaling triangle
- 01 Extinguisher
- 01 security vest
- 01 pharmacy box

2 - LUXURY SEDAN AIR CONDITIONED VEHICLE PETROL ENGINE
TECHNICAL SHEET

➤ **Technic**

- Engine: petrol ≥ 3 liters
- Braking: Anti-lock Assist (ABS) on the 04 wheels
- Tank: ≥ 70 liters
- Supply circuit: Indirect injection of petrol
- Total cylinder capacity (in cm³) : ≥ 3456
- Gearbox : Automatic or Manual of 05 or 06 speeds
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- Number of places : 05 places
- Wheelbase : ≥ 2275 mm
- Ground clearance : ≥ 160 mm
- Empty weight/payload: $\geq 1540\text{Kg}/560$ Kg

➤ **Equipment**

- Power : steering
- Air conditioning : yes
- Radio mono CD 4x15W with MP3 reader
- Rims : in aluminium 16 or 17 inches

➤ **Security and tools**

- Centralized locking of doors: yes
- Open door indicator: yes
- Fuel tank warning light: yes
- Automatic intermittent wipers
- Reverse radar: yes
- Child safety on rear doors: yes
- 01 spare wheel
- French/English user manual
- 01 Jack with handle
- 01 Complete Toolkit
- 01 Complete Service Manual
- 01 Warranty notebook
- 01 Pre-signaling triangle
- 01 Fire extinguisher

	<ul style="list-style-type: none">• 01 Safety vest• 01 pharmacy box		
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15. Attribution

The contract will be attributed to the candidate having:

- presented the compliant administrative offer;
- validated at least 70 % of the evaluation sub-criteria;
- presented the lowest financial offer.

16. Maximum number of vehicles

A tenderer may be awarded both (02) vehicles provided they have two distinct financing capabilities.

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

(no object)

19. Additional information

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

Yaoundé, 10 OCTOBER 2018

Copies :

- ARMP ;
- CIPM ;
- DAG (CS)
- Displaying.