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OPEN NATIONAL INVITATION TO TENDER
No. 002/AONO/CNPS/DG/CIPM/19 OF 25 January 2019

RELATING TO THE ACQUISITION OF ELEVEN (11) NEW VEHICLES OF WHICH EIGHT (08) OFF-ROAD DOUBLE CAB AIRCONDITIONED PICK-UP VEHICLES, ONE (01) CEREMONIAL TYPE OFF-ROAD A/C VEHICLE, ONE (01) LUXURY SEDAN A/C VEHICLE AND ONE (01)LUXURY FIVE DOORS FUEL ENGINE A/C TOURING VEHICLE, IN EMERGENCY PROCEDURE

FUNDING: Budget of the NSIF

1. Subject of the Invitation to Tender

Within the framework of the reinforcement of its car fleet, the Director General of the National Social Insurance Fund hereby launches an Open National Invitation to Tender for the acquisition of eleven (11) vehicles including eight (08) off-road double cab air-conditioned pick-up vehicles, one (01) ceremonial type off-road a/c vehicle, one (01) luxury sedan a/c vehicle and one (01)luxury five doors fuel engine a/c touring vehicle, in emergency procedure. The main objective of this study is to enable some operational structures of the NSIF to have the means of locomotion in perfect condition so as to let peacefully perform the various missions assigned to them in their respective areas of competence, and ensure their liaison with the central services.

2. Consistency of services

The vehicles subject of this study should comply with the following specification set out in the Description of Supply:

No.1 : EIGHT (08) DOUBLE CAB A/C 4x4 DIESEL PICK-UP VEHICLES

1. Technical Characteristics

- Engine : Diesel ;
- Atmospheric Engine ;
- Ground clearance 310;
- Displacement 2986 CC;
- Wheelbase 3085;
- Engine type: in line with overhead camshaft;
- Max power in kw at rpm: ≤ 95/4000;

- Number of cylinders: 04;
- Maximum torque Nm / rpm: $\leq 197/2200$;
- Gearbox: manual ≥ 05 gears;
- Rear differential with mechanical lock;
- 4x4 Transmission ;
- Brakes: ABS (rear brake with drums and front in ventilated discs)
- Tank: 80 liters
- Tires: 205 R16
- Dimension: Length, width, height min: $\geq 5335 \times 1800 \times 1815$ mm
- Front suspension: Double triangle
- Rear suspension: Axle rigid blades with dampers;
- Seats: ≥ 05
- Total weight under load: ≥ 2800 kg

2. Equipment

- Power steering;
- Air conditioning: yes;
- CD ,AM/FM Radio;
- Rims: aluminium / sheet metal / steel 16 or 17 inches;
- Buffalo shield: yes;
- Front / rear bumper: yes;
- Bib mudguard: yes;
- Laminated windshield: yes;
- Tarpaulin and hoops: yes;
- Seats: vinyl.

3. Security

- Centralized locking of doors: NO (manual);
- Safety kit (fire extinguisher, triangle and pre-signalling vest, emergency tool kit, first aid kit ...)
- Open door indicator: yes
- Belt sound alert: yes
- Sound alert for forgetting lights: yes
- Warning of deposit in diesel: yes

No.2 : One (01) OFF-ROAD A/C 05 DOORS VEHICLE

a) Technical Characteristics

- Engine : Turbo diesel ≥ 3 litres
- Atmospheric Engine
- Energy Source: gasoil
- Tank capacity: ≥ 150 litres (main tank + auxiliary tank)
- Braking: ventilated front and rear discs + multi terrain ABS system
- Fuel System: Indirect Fuel Injection
- Total cylinder capacity (in cm³): ≥ 2986
- Gearbox: Automatic or Manual at 05 or 06 speeds
- Horsepower: ≥ 09 HP

- Electric power: ≥ 120 KW at 3000 rpm
- Dimensions (L x W x H) $\geq 4930 \times 1885 \times 1845$ mm
- Number of seats: 07 seats
- Wheelbase: ≥ 2790 mm
- Ground clearance: ≥ 220 mm
- Maximum load weight: ≥ 2990 Kg

b) Equipment

- Power steering
- Air conditioning: yes
- Radio + MP3 CD reader
- Rims: aluminium / sheet metal / steel 17 inches
- Tires: 265/60/R17

c) Security

- Centralized locking of doors: Yes
- Safety kit (fire extinguisher, triangle and pre-signalling vest, emergency tool kit, first aid kit ...)
- Airbag (driver & passenger)
- VSC (electronic anti-skid)
- ATRC (active motor distribution)
- Automatic dual air conditioning
- Fabric seats, manual adjustment
- Fabric door cladding
- Manual headlamp adjustment
- Halogen AV projectors
- Spoiler AR
- Radiator grille
- Adjustable column
- Seat belt: Front and back
- Speedometer KM / H + Water meters
- Window winder: electric
- Centralized locking of doors: yes
- Electric external mirrors
- Cigarette lighter, ashtrays: yes
- Carpet flooring
- Back windshield wiper

d) Tools:

- 01 spare wheel
- 01 Jack with handle
- 01 Complete Toolkit
- 01 Complete User Guide
- 01 Warranty note
- 01 Triangle of pre-signalling
- 01 Fire extinguisher
- 01 Safety vest
- 01 pharmacy box

No.3: One (01) LUXURY SEDAN A/C FUEL ENGINE VEHICLE

a) Technical Characteristics

- Engine: fuel $\geq 3,5$ litres
- Braking: anti-lock assisted (ABS) on the 04 wheels
- Tank: ≥ 70 litres
- Fuel System: Indirect Fuel Injection
- Total cylinder capacity (in cm³): ≥ 3456
- Gearbox: Automatic or Manual at 05 or 06 speeds
- Horsepower : ≥ 17 CV
- Dimensions (L x W x H) $\geq 4825 \times 1825 \times 1480$ mm
- Number of seats : 05 seats
- Wheelbase: ≥ 2275 mm
- Ground clearance : ≥ 160 mm
- Tare weight/load capacity: ≥ 1540 Kg/560 Kg

b) Equipment

- Power steering
- Air conditioning: yes
- 4x15W mono CD radio with MP3 playback
- Rims: Aluminium 16 or 17 inches

c) Security and Tools

- Centralized locking of doors: yes
- Rain detector
- Open door indicator: yes
- Fuel tank warning indicator: yes
- Automatic intermittent glass wipers
- Reversing radar: yes
- Child safety on rear doors: yes
- 01 spare wheel
- User Guidebook French / English
- 01 Jack with handle
- 01 Complete Toolkit
- 01 Complete Service Manual
- 01 Warranty note
- 01 Triangle of pre-signalling
- 01 Fire extinguisher
- 01 Safety vest
- 01 pharmacy box

N°4: : ONE (01) LUXURY TOURING A/C FUEL ENGINE FIVE (05) DOORS VEHICLE

1. Technical Characteristics

- Engine : Fuel
- Brakes : ABS ;

- Total cylinder capacity (in cm³): ≥1580
- Gearbox: Manual or automatic;
- Maximum power in ch / rpm: ≥ 160/6000
- Tank: ≥ 50 litres
- Tires: 215/55 R17
- Type of traction: 02 drive wheels
- Front suspension: Mac pherson type with spring
- Rear suspension: double triangle
- Seats: ≥ 05
- Total empty weight: ≥ 1300 kg
- Turning radius (mm): ≥ 5.2
- Front brakes: ventilated disks
- Back brakes: drums or disks

2. Equipment

- Power steering
- Rear camera: yes
- Air conditioning: yes
- Radio AM/FM CD
- Rims: Aluminium
- Front / Rear bumper: yes
- Mud flap: yes
- Laminated windshield: yes
- Park assistance: yes
- Rear camera: yes
- Radio steering wheel control: yes
- Motorization of the boot: opening and closing
- Electric windows
- Fog lamp
- Speed regulator
- Automatic lighting of the headlamps

3. Security

- Centralised locking of doors: yes
- Safety kit (fire extinguisher, triangle and pre-signalling vest, emergency tool kit, first aid kit ..)
- Open door indicator: yes

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

3. Delivery Deadline

The deadline foreseen by the Client for the delivery of vehicles, subject of this Invitation to Tender is **sixty (60) days**.

4. Allotment

Acquisition of vehicles shall be combined in one lot.

5. Estimated Cost

Estimated cost of services at the end of preliminary studies is **CFA F HTT (excluding taxes) 328 080 000 (three hundred and twenty eight million eighty thousand)**.

6. Participation and Origin

Participation to this Invitation to Tender is opened to Companies established under Cameroonian Law and justifying proven experience in this type of services.

7. Funding

Vehicles subject of this Invitation to Tender shall be financed from the budget programme 2018-2022 of the National Social Insurance Fund, on budget line 7-2D223 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: **CFA F HTT 6 500 000 (six million five hundred thousand)**.

This deposit shall be valid for thirty (30) days beyond the original expiry date of offers. With the exception of the period referred to above, the deposit ceases to have effect, even in the absence of a waiver, unless the Director General has duly notified the co-contractor that he has not fulfilled all his obligations. In this case, the guarantee can only be terminated by a waiver issued by the Director General.

9. Consultation Tender File

The Tender file may be consulted during working hours at the Contracts Unit located at the 9th 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) or on the notice board.

10. Acquisition du Dossier d'Appel d'Offres

The Tender file may be obtained during working hours at the place indicated above upon publication of this Notice, after presentation of a payment receipt of a non-refundable amount of **CFA F 170 000 (one hundred and seventy thousand)** in the **NSIF Special Account No. 1003 3052 0707 0070 00003 - 93 opened in UNITED BANK FOR AFRICA (UBA)**.

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

11. Submission of Bids

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 **14 February 2019 2 pm**, local time and shall be labelled:

**“OPEN NATIONAL INVITATION TO TENDER
No. 002/AONO/CNPS/DG/CIPM/19 OF 25 January 2019**

RELATING TO THE ACQUISITION OF ELEVEN (11) NEW VEHICLES OF WHICH EIGHT (08) OFF-ROAD DOUBLE CAB AIRCONDITIONED PICK-UP VEHICLES, ONE (01) CEREMONIAL TYPE OFF-ROAD A/C VEHICLE, ONE (01) LUXURY SEDAN A/C VEHICLE AND ONE (01)LUXURY FIVE DOORS FUEL ENGINE A/C TOURING VEHICLE, 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 **14 February 2019 2:30PM** local time, by the Internal Commission of the Tenders Board of the National Social Insurance Fund, in the meeting room of the said Commission at the 4th floor, room 416 of the NSIF building located at Avenue Kennedy.

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

1. Evaluation Criteria

➤ Eliminary Criteria

Eliminary criteria are as follows:

- 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 a quantified unit price;
- Non-validation of at least 70% of the evaluation sub-criteria;
- Non-compliance with the major technical specifications provided in the Description of the Supply such as power, engine, weight, ground clearance, gearbox, air conditioning and fuel system;
- Absence or non-compliance of the provisional guarantee at the opening of bids;
- 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	General Presentation of Offer <ul style="list-style-type: none"> • Spiral binding ; • Lay out of document ; • Orderly presentation of parts of the document ; • Colour interlayer 		
2	References of the Company <ul style="list-style-type: none"> • Justify similar services of an accumulated amount at least equal to CFA F 93 000 000 (ninety-three million) in the last three (03) years. 		
3	Funding Capacity <ul style="list-style-type: none"> • Justify a funding capacity issued by a first-rate bank of an amount greater or equal to CFA F 93 000 000 (ninety-three million). 		
4	Availability of spare parts and after-sales service <ul style="list-style-type: none"> • Demonstrate the ability to quickly fix equipment after an accident or breakdown • Attest to the availability of adequate technical staff • Availability of spare parts (supporting documentation, source and supply chain) 		
5	Knowledge of DF and CCAP <ul style="list-style-type: none"> • DF initialled on each page, dated, signed and sealed on the last page followed by "read and approved" • CCAP initialled on each page, dated, signed and sealed on the last page followed by "read and approved" 		
6	Planning and Deadline <ul style="list-style-type: none"> • Planning, • Deadline ≤ 60 days 		
7	Compliance with HQSE Norms <ul style="list-style-type: none"> • Justify individual protection equipment of workers. 		
8	<p>Technical compliance, safety and tooling of equipment: Attach the technical sheets highlighting their compliance with the technical specifications described in the Description of the Supply.</p> <p><u>No.1 : EIGHT (08) DOUBLE CAB A/C 4x4 DIESEL PICK-UP VEHICLES</u></p> <p>1. Technical Characteristics</p> <ul style="list-style-type: none"> • Engine : Diesel ; • Atmospheric Engine ; • Ground clearance 310; • Displacement 2986 CC; • Wheelbase 3085; • Engine type: in line with overhead camshaft; • Max power in kw at rpm: ≤ 95/4000; • Number of cylinders: 04; • Maximum torque Nm / rpm: ≤197/2200; • Gearbox: manual ≥ 05 gears; • Rear differential with mechanical lock; 		

- 4x4 Transmission ;
- Brakes: ABS (rear brake with drums and front in ventilated discs)
- Tank: 80 liters
- Tires: 205 R16
- Dimension: Length, width, height min: $\geq 5335 \times 1800 \times 1815$ mm
- Front suspension: Double triangle
- Rear suspension: Axle rigid blades with dampers;
- Seats: ≥ 05
- Total weight under load: ≥ 2800 kg

2. Equipment

- Power steering;
- Air conditioning: yes;
- CD ,AM/FM Radio;
- Rims: aluminium / sheet metal / steel 16 or 17 inches;
- Buffalo shield: yes;
- Front / rear bumper: yes;
- Bib mudguard: yes;
- Laminated windshield: yes;
- Tarpaulin and hoops: yes;
- Seats: vinyl.

3. Security

- Centralized locking of doors: NO (manual);
- Safety kit (fire extinguisher, triangle and pre-signalling vest, emergency tool kit, first aid kit ...)
- Open door indicator: yes
- Belt sound alert: yes
- Sound alert for forgetting lights: yes
- Warning of deposit in diesel: yes

No.2 : ONE (01) OFF-ROAD A/C 05 DOORS VEHICLE

1. Technical Characteristics

- Engine : Turbo diesel ≥ 3 litres
- Atmospheric engine
- Energy Source: gasoil
- Tank capacity: ≥ 150 litres (main tank + auxiliary tank)
- Braking: ventilated front and rear discs + multi terrain ABS system
- Fuel System: Indirect Fuel Injection
- Total cylinder capacity (in cm³): ≥ 2986
- Gearbox: Automatic or Manual at 05 or 06 speeds
- Horsepower: ≥ 09 HP
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- Number of seats: 07 seats
- Wheelbase: ≥ 2790 mm
- Ground clearance: ≥ 220 mm
- Maximum load weight: ≥ 2990 Kg

2. Equipment

- Power steering
- Air conditioning: yes
- Radio + MP3 CD reader
- Rims: aluminium / sheet metal / steel 17 inches
- Tires: 265/60/R17

3. Security

- Centralized locking of doors: Yes
- Safety kit (fire extinguisher, triangle and pre-signalling vest, emergency tool kit, first aid kit ...)
- Airbag (driver & passenger)
- VSC (electronic anti-skid)
- ATRC (active motor distribution)
- Automatic dual air conditioning
- Fabric seats, manual adjustment
- Fabric door cladding
- Manual headlamp adjustment
- Halogen AV projectors
- Spoiler AR
- Radiator grille
- Adjustable column
- Seat belt: Front and back
- Speedometer KM / H + Water meters
- Window winder: electric
- Centralized locking of doors: yes
- Electric external mirrors
- Cigarette lighter, ashtrays: yes
- Carpet flooring
- Back windshield wiper

4. Tools:

- 01 spare wheel
- 01 Jack with handle
- 01 Complete Toolkit
- 01 Complete User Guide
- 01 Warranty note
- 01 Triangle of pre-signalling
- 01 Fire extinguisher
- 01 Safety vest
- 01 pharmacy box

N°3: One (01) LUXURY SEDAN A/C FUEL ENGINE VEHICLE

1. Technical Characteristics

- Engine: fuel $\geq 3,5$ litres
- Braking: anti-lock assisted (ABS) on the 04 wheels
- Tank: ≥ 70 litres
- Fuel System: Indirect Fuel Injection
- Total cylinder capacity (in cm³): ≥ 3456
- Gearbox: Automatic or Manual at 05 or 06 speeds
- Horsepower : ≥ 17 CV
- Dimensions (L x W x H) $\geq 4825 \times 1825 \times 1480$ mm
- Number of seats : 05 seats
- Wheelbase: ≥ 2275 mm
- Ground clearance : ≥ 160 mm
- Tare weight/load capacity: $\geq 1540\text{Kg}/560$ Kg

2. Equipment

- Power steering
- Air conditioning: yes
- 4x15W mono CD radio with MP3 playback

- Rims: Aluminium 16 or 17 inches

3. Security and Tools

- Centralized locking of doors: yes
- Rain detector
- Open door indicator: yes
- Fuel tank warning indicator: yes
- Automatic intermittent glass wipers
- Reversing radar: yes
- Child safety on rear doors: yes
- 01 spare wheel
- User Guidebook French / English
- 01 Jack with handle
- 01 Complete Toolkit
- 01 Complete Service Manual
- 01 Warranty note
- 01 Triangle of pre-signalling
- 01 Fire extinguisher
- 01 Safety vest
- 01 pharmacy box

N°4 : ONE (01) LUXURY TOURING A/C FUEL ENGINE FIVE (05) DOORS VEHICLE

1. Technical Characteristics

- Engine : Fuel
- Brakes : ABS ;
- Total cylinder capacity (in cm³): ≥1580
- Gearbox: Manual or automatic;
- Maximum power in ch / rpm: ≥ 160/6000
- Tank: ≥ 50 litres
- Tires: 215/55 R17
- Type of traction: 02 drive wheels
- Front suspension: Mac pherson type with spring
- Rear suspension: double triangle
- Seats: ≥ 05
- Total empty weight: ≥ 1300 kg
- Turning radius (mm): ≥ 5.2
- Front brakes: ventilated disks
- Back brakes: disks

2. Equipment

- Power steering
- Rear camera: yes
- Air conditioning: yes
- Radio AM/FM CD
- Rims: Aluminium
- Front / Rear bumper: yes
- Mud flap: yes
- Laminated windshield: yes
- Park assistance: yes
- Rear camera: yes
- Radio steering wheel control: yes
- Motorization of the boot: opening and closing
- Electric windows

	<ul style="list-style-type: none"> • Fog lamp • Speed regulator • Automatic lighting of the headlamps <p>3. Security</p> <ul style="list-style-type: none"> • Centralised locking of doors: yes • Safety kit (fire extinguisher, triangle and pre-signalling vest, emergency tool kit, first aid kit ...) • Open door indicator: yes 		
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14. Attribution

14.1 The contract shall be awarded to the candidate having:

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

14.2 If the difference between bidders' financial offers is less than Cfa F 500 000, the Contract shall be awarded to the bidder with the highest technical score.

15. Maximum Number of Lots

A bidder is awarded just one lot.

16. 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

17. Visit of sites

Not applicable.

18. Further Information

Further information may be obtained during working hours at the Contracts Unit at the 9th floor, room 903 of the NSIF Head Office building, Independence Square.

Yaounde, _____

Copies :

- PCA/NSIF
- CIPM
- DAG (SM)
- DECT
- NOTICE BOARD