

RÉPUBLIQUE DU CAMEROUN
Paix-Travail-Patrie

MINISTÈRE DE L'AGRICULTURE
ET DU DÉVELOPPEMENT RURAL

MINISTRY OF AGRICULTURE
AND RURAL DEVELOPMENT

Programme de Promotion de l'Entreprenariat
Agropastoral des Jeunes (PEA-Jeunes)

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REPUBLIC OF CAMEROON
Peace-Work-Fatherland

MINISTÈRE DE L'ÉLEVAGE, DES PÊCHES
ET DES INDUSTRIES ANIMALES

MINISTRY OF LIVESTOCK, FISHERIES
AND ANIMAL INDUSTRIES

Youth Agropastoral Entrepreneurship
Program (AEP-Youth)

Tel : 222 20 90 90

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NATIONAL OPEN INVITATION FOR TENDERS NOTICE No. 002/AONO/MINADER-MINEPIA/PEA-Jeunes/CSPM/2021 OF 26th OF AUGUST FOR THE SUPPLY AND INSTALLATION OF COMPUTER EQUIPMENT TO INCUBATION STRUCTURES AND RURAL FINANCE INSTITUTIONS THAT ARE PARTNERS OF THE YOUTH AGROPASTORAL ENTREPRENEURSHIP PROGRAMME (AEP - YOUTH) IN FOUR LOTS (Lot 1: 102 desktop computers with a protection system; Lot 2: 40 laptops and 30 backup media; Lot 3: 12 multifunctional colour LASER printers and 12 video projectors; Lot 4: 12 Black and white photocopy machines)

FUNDING: Second instalment of IFAD-Cameroon Loan Agreement No. 2000001964-CM ;

1- Purpose of the call for tenders

The Republic of Cameroon has received funding from the International Fund for Agricultural Development (IFAD) for the implementation of the Youth Agropastoral Entrepreneurship Programme (AEP - Youth) and intends to use part of this funding to carry out authorised payments relating to the contract for the supply of computer equipment to incubation structures and Rural finance institutions that are partners of the AEP-Youth Programme.

2- Consistency of the services

The service, which is the subject of this contract, includes the supply and installation of: lot 1 : **102 complete desktop computers** (Processor: Intel Core i5 8th generation, RAM memory: at least 4 GB; hard disk capacity: at least 1 TO SATA+ 128 GO SSD; monitor size: min. 19", WINDOWS 10, OFFICE 2016, anti-virus, 1000VA UPS); **Lot 2 :40 laptops** (Processor: Intel Core i5, RAM memory: at least 8 GB; hard disk capacity: at least 1 TB; monitor size: min. 15.6" with Windows 10 64 bits, office 2016, antivirus) and **30 backup media kits** (16 GB USB keys and 1 TB external hard disk); **Lot 3: 12 multifunction colour LASER printers** and 12 video projectors; **Lot 4: 12 black and white photocopy machines** A bidder may bid for one or more lots but may not be awarded more than two (02) lots.

3-Participation and origin

Participation in this call for tenders is open to all companies established or represented in Cameroon and having a good experience in the field of supply, installation and maintenance of computer equipment and materials.

4-Financing

The acquisition of the computer equipment shall be financed by IFAD funds through the second instalment of the IFAD-Cameroon loan agreement No. 2000001964 CM; PTBA code A3115 and B1113.

5- Consultation of the Bidding Documents (BD)

The bidding documents can be consulted during working hours at the National Coordination and Management Unit (CNCG) of the Youth Agropastoral Entrepreneurship Programme (AEP - Youth) located at the Bastos Road Junction opposite the entrance of the MEUMI PALACE Hotel, Tel 222 20 90 90/ 699 70 70 03, Email: contact@pea-jeunes.org, upon publication of this notice. An information session for bidders will be held at the AEP-Youth premises on 14th of September 2021 at 11:00.

6- Acquisition of the bidding documents

The Bidding Documents can be obtained at the **National Coordination and Management Unit (CNCG) of the Youth Agropastoral Entrepreneurship Programme (AEP - Youth) located at the Bastos Road Junction opposite the entrance of the MEUMI PALACE Hotel, Tel 222 20 90 90/ 699 70 70 03, Email contact@pea-jeunes.org, upon publication of this notice at the above address, upon presentation of the original receipt for the payment of a non-refundable sum of CFA fifty thousand (50,000) francs to account No. 335 988 *named* "CAS ARMP Special Account" opened by the Public Contracts Regulation Agency in any BICEC agency from Monday to Friday between 8 a.m. and 3:30 p.m.**

7- Submission of tenders

Each tender written in French or in English, in seven (07) copies including one (01) original and six (06) copies including a soft copy containing the financial and technical offers in PDF and identified as such, must reach the **National Coordination and Management Unit (CNCG) of the Youth Agropastoral Entrepreneurship Programme (AEP - Youth) located at the Bastos Road Junction**

opposite the entrance of the MEUMI PALACE Hotel, tel: 222 20 90 90/ 699 70 70 03, not later than 30th of September 2021 at 1 p.m. , and must bear the words: "NATIONAL OPEN INVITATION FOR TENDERS NOTICE No. 002/AONO/MINADER-MINEPIA/PEA-Jeunes/CSPMI/2021 OF 26th OF AUGUST 2021 FOR THE SUPPLY AND INSTALLATION OF COMPUTER EQUIPMENT TO INCUBATION STRUCTURES AND RURAL FINANCE INSTITUTIONS THAT ARE PARTNERS OF THE YOUTH AGROPASTORAL ENTREPRENEURSHIP PROGRAMME (AEP - YOUTH)

"ONLY TO BE OPENED IN THE BID OPENING SESSION"

8- Admissibility of tenders

Each bidder must attach to his administrative documents a bid bond issued by a first class bank or an insurance company approved by the Ministry of Finance, and listed in Exhibit 11 of the bidding documents, amounting to: Lot 1: two million seven hundred thousand (2,700,000) CFA francs; lot 2: one million two hundred and fifty thousand (1,250,000) CFA francs; lot 3: two hundred and eighty thousand (280,000) CFA francs; lot 4: four hundred thousand (400,000) CFA francs, valid for thirty (30) days beyond the date of validity of the tenders.

9- Opening of bids

The administrative documents as well as the technical and financial documents shall be opened on the 30th of September 2021 at 2 p.m. by the Special Contract Award Commission, in the conference room of the **Youth Agropastoral Entrepreneurship Programme (AEP - Youth) located at the Bastos Road Junction opposite the entrance of the MEUMI PALACE Hotel, tel: 222 20 90 90/ 699 70 70 03, Email: contact@pea-jeunes.org**. Bidders may attend this opening session or be represented by a duly mandated person of their choice.

10- Implementation period

The maximum delivery period provided by the Delegated Contracting Authority shall be thirty (30) days from the date of notification of the contract to the contracting party.

11. Evaluation criteria

11.1. Elimination criteria

- ✓ incomplete or non-compliant administrative file after the expiry of the 48-hour moratorium;
- ✓ Misrepresentation, substitution or falsified documents;
- ✓ Absence of a sworn declaration by which the bidder certifies that he has not abandoned the implementation of any contract in the last three (03) years, but also that it is not included in the list of defaulting companies established annually by MINMAP and that MINMAP does not have any ongoing proceedings against them
- ✓ Absence of *prospectuses*;
- ✓ Non-compliance with the required main technical specifications;
- ✓ Incomplete financial offer or presence of financial information in the technical offer;
- ✓ - Failure to comply with 5 of the 6 essential criteria;
- ✓ Absence of the tenderer's self-certification form ;

11.2- Essential criteria

For a bid to be accepted for the financial analysis, it must meet all the elimination criteria and at least 5 out of the 7 essential criteria

| No | ESSENTIAL CRITERIA | POSITIV E (YES) | NEGATIVE (NO) |
|----|--|-----------------|---------------|
| 1 | Presentation of the tender (documents in order and colour dividers) | | |
| 2 | Implementation period <= 30 | | |
| 3 | Experience of at least three (03) years in the sale, installation and maintenance of computer equipment with the execution of at least three (03) similar contracts in the last three years - 2019 - 2021 (See trade register and copies of contracts) | | |
| 4 | Non-compliance of the models of the bidding documents. | | |
| 5 | Warranty: at least 1 year from the provisional acceptance | | |
| 6 | Proof of acceptance of the contract conditions (Particulars of the call for tenders (DPAO), technical specifications and draft contract initialled on each page, dated, signed and stamped on the last page) | | |

11.3. The ex-post qualification criteria applicable to Bidders are as follows:

- Financial capacity (provide proof of solvency of at least 75% of the amount of the bidder's offer);

- For bidders who are not manufacturers, provide a certificate of origin and an authorisation from the manufacturer or authorised distributor as per ITB 19.1 A;
- Provide a certificate of compliance to international standards for all the equipment;
- Have a functional After Sales Service (AS) (equipped workshop and qualified personnel) which will be visited prior to the award of the contract;

Note: The Delegated Contracting Authority will verify all information provided before awarding the contract. Any false information provided will lead to the rejection of the tenderer's bid.

12. Award of contract

The contract will be awarded to the Bidder whose bid is evaluated as the lowest evaluated bid and is deemed to be substantially responsive to the bidding documents, provided that the Bidder is also deemed to be qualified to perform the Contract satisfactorily (ITB 19, 38 and 40).

13. Duration of validity of bids

Bidders shall remain bound by their tenders for ninety (120) days from the closing date for the submission of tenders.

14. Further information

Additional information may be obtained during working hours at the **National Coordination and Management Unit (CNCG) of the Youth Agropastoral Entrepreneurship Programme (AEP - Youth) located at the Bastos Road Junction opposite the entrance of the MEUMI PALACE Hotel**, tel: 222 20 90 90/ 699 70 70 03, Email: contact@pea-jeunes.org.

15. Fraud and corruption

For any denunciation of corruption or bad practices, please call the Ministry in charge of Public Contracts or send an SMS to the following numbers: **673 205 725 / 699 370 748**

16. Sexual harassment, exploitation and abuse

The provisions of IFAD's Policy on the Prevention and Suppression of Sexual Harassment, Exploitation and Abuse, which may be amended from time to time, must be respected. Any violation of the provisions of this policy should be reported to the National Coordination and Management Unit (CNCG) of the Youth Agropastoral Entrepreneurship Programme (AEP-YOUTH), to the State authorities and/or to IFAD anonymously by email (ethicsoffice@ifad.org) or via WhatsApp at +39 06 5459 2525.

Done at Yaoundé, on August 26, 2021

The National Coordinator :

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- Chairperson of Special Contract Award Committee (for information)
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