SOCIETE NATIONALE DES HYDROCARBURES
NATIONAL HYDROCARBONS CORPORATION
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NATIONAL HYDROCARBONS CORPORATION

INTERNAL TENDERS BOARD

OPEN NATIONAL INVITATION TO TENDER N°004/AONO/SNH/CIPM/2020 OF 19 FEV 2020 FOR THE SUPPLY AND INSTALLATION OF TEN DUAL-SCREEN WORKSTATIONS, ONE SERVER AND ONE VIDEO-PROJECTOR FOR THE PETROLEUM GEOSCIENCE COMPUTER LABORATORY IN THE UNIVERSITY OF MAROUA

1. Subject of the Invitation to Tender

The National Hydrocarbons Corporation (NHC) hereby launches an Open National Invitation to Tender for the supply and installation of ten dual-screen workstations, one server and one video-projector for the petroleum geoscience computer laboratory in the University of Maroua.

2. Number of lots

This Invitation to Tender comprises a lot.

3. Conditions for participation

Participation in this Invitation to Tender is open to companies or groups of companies under Cameroonian law, specialised in the supply of computer equipment and consumables, and having proven experience in this domain.

Etablissement public à caractère industriel et commercial - Capital social : 8.000.000.000 de F.C.F.A.
Créé par décret n° 80-086 du 12 mars 1980 - R.C.YAOUNDE - J 58 - N° Statistique SCIFE 176210 T - N° Contribuable M 038000000218J

4. Funding

Work under this Invitation to Tender will be funded by the 2020 Budget of the National Hydrocarbons Corporation.

5. Acquisition of Tender File

Upon publication of this Notice, the Tender File (TF) can be obtained during working hours, from the Secretariat of the NHC's Contracts Unit located at its head office in Yaoundé, upon presentation of a cash payment receipt of a non-refundable sum of **two hundred thousand (200 000) FCFA into account N°335 988 of the "Compte Spécial CAS ARMP"**, opened at one of the following twelve (12) branches of the "Banque Internationale du Cameroun pour l'Epargne et le Crédit" (BICEC): Douala-Central Branch, Douala-Bonanjo, Buea, Ebolowa, Dschang, Ngaoundéré, Maroua, Limbe, Bafoussam, Bamenda, Garoua and Bertoua.

6. Submission of bids

Each bid, drafted in French or English, in seven (7) copies, including one (1) original and six (6) duplicates labelled as such, must be submitted in a sealed envelope to the Secretariat of the Contracts Unit of the NHC, P.O. Box 955 Yaoundé, Tel.: (237) 222 20 98 64, Fax (237) 2 22 20 98 69 latest **Tuesday 24th March 2020 at 2:00 pm,** local time, and must be labelled as follows:

"To the attention of the Executive General Manager of the National Hydrocarbons Corporation:

OPEN NATIONAL INVITATION TO TENDER N°004/AONO/SNH/CIPM/2020 OF 19 FEV 2020 **2020 FOR THE SUPPLY AND INSTALLATION OF TEN DUAL-SCREEN WORKSTATIONS, ONE SERVER AND ONE VIDEO-PROJECTOR FOR THE PETROLEUM GEOSCIENCE COMPUTER LABORATORY IN THE UNIVERSITY OF MAROUA"**

- CONFIDENTIAL –

"TO BE OPENED ONLY DURING THE OPENING SESSION"

7. Bid bond

Under penalty of rejection of the offer, each Bidder must include in the administrative documents a bid bond of **one million forty thousand CFA Francs (1 400 000 CFAF)** issued by a first class bank or institution accredited by the Ministry of Finance to issue bid bonds within the framework of Public Contracts.

The validity period of the bid bond is one hundred and twenty (120) days with effect from the deadline for the submission of bids.

8. Admissibility of bids

Under penalty of being rejected, the required administrative documents must be submitted in originals and copies certified as true by the issuing services or competent administrative authorities.

They must be dated less than three (3) months before the deadline for the submission of bids.

Any bid not compliant with the requirements of this Invitation to Tender and the Tender File shall be declared inadmissible, notably the absence of a bid bond or failure to comply with model documents of the Tender File.

9. Opening of bids

The bids shall be opened in one phase.

The administrative, technical and financial bids shall be opened on **Tuesday 24th March 2020 at 3:00 pm, local time,** by the Internal Tenders Board of the NHC.

Only Bidders or their duly appointed representatives with perfect knowledge of the bid file they support may attend the opening session.

10. Time limit for execution

The maximum time limit set by the NHC for the execution of works under this Invitation to Tender is three (03) months.

11. Evaluation of bids:

❖ ***Elimination criteria***

a. Incomplete administrative file or non-compliance of one of the documents;

b. False declaration, substitution or falsification of administrative documents;

c. No time limit for the performance of services or time limit longer than the maximum prescribed time limit;

d. Services proposed by the Bidder not compliant with technical specifications;

e. Non-compliance by the technical offer with at least four (04) of the six (06) sub-criteria of the essential criteria;

f. Absence or non compliance of the bid bond; and

g. Have at least two Contracts under execution at the NHC.

❖ ***Essential criteria for the evaluation of technical bids (Binary evaluation method)***

a. Bidder's experience in providing similar work;

b. Cumulative turnover of the company over the last five financial years in the performance of similar work;

c. Qualifications and references of the key technical personnel that the Bidder proposes to assign to perform the work; and

d. Organization, methodology, completion time and planning.

12. Award of the Contract

The Contract under this Invitation to Tender shall be awarded to the Bidder with the "lowest bid", who fulfils the required technical and administrative qualifications.

13. Period of validity of bids

Bidders will remain bound by their bids for a period of ninety (90) days, with effect from the deadline for the submission of bids.

14. Additional Information

Additional information can be obtained during working hours at the Contracts unit of the NHC, at the following address: P.O. Box 955 Yaounde, Tel.: (237) 2 22 20 98 64, Fax (237) 2 22 20 98 69, email address : CelluleDesMarches@snh.cm.

Yaounde, the 19 FEV 2020

Adolphe MOUDIKI
Executive General Manager