



# NATIONAL HYDROCARBONS CORPORATION

P.O. Box: 955 Yaoundé, Cameroon - Tel: (+237) 222 201 910 - Fax: (+237) 222 209 869 - Website : www.snh.cm

## Open National Invitation to Tender No.001/AONO/SNH/CIPM/2022 of 18 March 2022, for the renewal of the fire extinguishers and fire detection system in the building housing the Branch office of the National Hydrocarbons Corporation in Douala, Cameroon.

### 1. Subject of the Tender

The National Hydrocarbons Corporation (SNH) hereby launches a National Open Invitation to Tender for the renewal of the fire extinguishers and fire detection system in the building housing its Branch office in Douala, Cameroon.

### 2. Number of lots

This Invitation to Tender comprises one (01) lot.

### 3. Conditions for participation

Participation in this Invitation to Tender is open to companies or groups of companies governed by Cameroon law, specialised in low voltage and/or fire safety for buildings open to the public.

### 4. Funding

Works under this Invitation to Tender will be funded by the 2022 Budget of the National Hydrocarbons Corporation.

### 5. Consultation and acquisition of Tender File

The Tender File (TF) may be consulted and obtained during working hours, upon publication of this Invitation to Tender, at the Secretariat of the Public Contracts Unit of SNH, located at its head office building in Yaoundé.

The TF can be obtained from the said secretariat upon presentation of a payment receipt of a non-refundable sum of **two hundred thousand (200 000) CFA Francs 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): Yaoundé-Central Branch, Douala-Bonanjo, Buea, Ebolowa, Dschang, Ngaoundéré, Maroua, Limbe, Bafoussam, Bamenda, Garoua and Bertoua.

### 6. Deadline for the acquisition of the Tender File

Deadline for the acquisition of the Tender File is on **Thursday 31<sup>st</sup> March 2022 at 3pm, local time.**

### 7. Pre-bid meeting and visit of the project site

In order to ensure that bidders understand all the aspects of the assignment and the context in which it is carried out, SNH shall organise a pre-bid meeting and site visit with companies that have purchased the Tender File on **Friday 15<sup>th</sup> April 2022 at 10:00 am, local time**, at the building housing the SNH's Branch office in Douala, Cameroon.

Companies that have purchased the TF are invited to participate in these activities, and the related costs are to be borne by them.

Participation in the pre-bid meeting and in the entire duration of the visit to the project site is compulsory, failing which SNH will not issue a visit certificate.

### 8. 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 Public Contracts Unit of SNH, P.O. Box 955 Yaoundé, Tel.: (237) 222 20 98 64, Fax (237) 2 22 20 98 69, **latest Thursday 05<sup>th</sup> May 2022 at 02:00 pm, local time.** The bids submitted against receipt, must be labelled as follows:

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

**Open National Invitation to Tender No.001/AONO/SNH/CIPM/2022 of 18 March 2022, for the renewal of the fire extinguishers and fire detection system in the building housing the Branch office of the National Hydrocarbons Corporation in Douala, Cameroon"**

**- Confidential -**

**"To be opened only during the opening session"**

### 9. Bid bond

Under penalty of rejection of the bid, each bidder must include in the administrative documents a bid bond of **one million one hundred CFA Francs (1 100 000 XAF)**, issued by a first class bank or financial 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.

### 10. 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.

### 11. Opening of bids

The bids shall be opened in one phase.

The opening of administrative, technical and financial offers will take place on **Thursday 05<sup>th</sup> May 2022 at 03:00 pm local time**, by the Internal Tenders Board of SNH.

Only bidders or their duly appointed representatives with perfect knowledge of the bid for which they are represented may attend the opening session.

### 12. Time limit for execution

The maximum time limit set by SNH for the conduct of works under this invitation to tender is **four (04) months.**

### 13. Evaluation of bids

#### \* Elimination criteria

- Incomplete administrative file, technical or financial bid, or non-compliance of one of the documents;
- False declaration, substitution or falsification of administrative, technical or financial documents;
- No time limit for the performance of services or time limit longer than the maximum prescribed time limit;
- Services proposed by the Bidder not compliant with technical specifications;
- Have at least two (02) or more contracts being executed at SNH. In the case of a group, presence in the group of a member that has two (02) or more contracts in progress at SNH;
- Non-compliance by the technical offer with at least four (04) of the sixth (06) sub-criteria of the essential criteria;
- Absence of evidence of having already executed at least one (01) contract for carry out the installation of a fire detection system, within the last five (05) years ; and
- In the case of a group, absence of evidence for one of the members of the group, of having already executed at least one (01) contract for carry out the installation of a fire detection system, within the last five (05) years.

#### \* Essential criteria for evaluating technical offers (Binary evaluation method)

- Bidder's experience in providing similar works over the last five financial years;
- The cumulative company's turnover over the last five financial years, relating to the provision of similar services; and
- Qualifications and references of the key technical staff that the bidder proposes to assign to perform the works.

### 14. Award of the Contract

The contract under this Invitation to Tender shall be awarded to the bidder with the "lowest bid" and meeting the required technical and administrative capacities.

### 15. Validity period of bids

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

### 16. Additional information

Additional information can be obtained during working hours at the Public Contracts unit of SNH, 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.

**Signed Adolphe MOUDIKI**  
Executive General Manager