



# 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.003/AONO/SNH/CIPM/2023 of 07/07/2023 for the supply and installation of seven (07) secure computer routers at the National Hydrocarbons Corporation in Cameroon

### 1. Subject of the Tender

The National Hydrocarbons Corporation (NHC) hereby launches a National Open Invitation to Tender for the for the supply and installation of seven (07) secure computer routers at the National Hydrocarbons Corporation in 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 supply and installation of secure computer network equipment.

### 4. Funding

The services provided under this Invitation to Tender will be funded by the 2023 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 the 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 **Friday 18<sup>th</sup> August 2023 at 3pm, local time.**

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

In order to ensure that bidders understand all the aspects of the Assignment and the context in which it is carried out, the NHC shall organise pre-bid meetings and sites visits with companies that have purchased the Tender File following the agenda presented hereinafter:

- **the Tuesday 22<sup>nd</sup> August 2023 at 10 a.m., local time:** at SNH Head Office in Yaounde;

- **the Thursday 24<sup>th</sup> August 2023 at 10 a.m., local time:** at the building housing the SNH's Branch office in Douala, Cameroon;

- **the Friday 25<sup>th</sup> August 2023 at 10 a.m., local time :** at SNH Liquefied Petroleum Gas Storage Terminal in Bipaga.

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 visits to the project sites is compulsory failing which SNH will not issue a visit certificate.

**To this end, as part of the fight against the Covid-19 pandemic, they are kindly requested to take note that access to the SNH Sites is subject to the presentation, by each of its representatives, of a negative result to the Covid-19 test, dated less than three (03) days or a complete vaccination regimen.**

Access to SNH for the pre-bid meeting and sites visit will only be allowed to a maximum of two (02) representatives per company.

### 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 Tuesday 19<sup>th</sup> September 2023 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.003/AONO/SNH/CIPM/2023 of 07/07/2023 for the supply and installation of seven (07) secure computer routers at the National Hydrocarbons Corporation in 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 six hundred thousand CFA Francs (1 600 000 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.

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### 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 **Tuesday 19<sup>th</sup> September 2023 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.

**To this end, as part of the fight against the Covid-19 pandemic, they are kindly requested to take note that access to the SNH Head Office building is subject to the presentation, by each of its representatives, of a negative result to the Covid-19 test, dated less than three (03) days or a complete vaccination regimen.**

Access to SNH for the bids opening session will only be allowed to a maximum of two (02) representatives per company.

### 12. Time limit for execution

The maximum duration set by the NHC for the provision of services under this invitation to tender is **six (06) months.**

### 13. Evaluation of bids

#### \* *Elimination criteria*

- False declaration, substitution or falsification, incomplete administrative file, technical or financial bid, or non-compliance, including that of the members of the Group, if applicable, of one of the documents;
- Absence or non-compliance of the bid bond;
- No duration for the performance of services or duration longer than the maximum prescribed duration;
- Services proposed by the Bidder not compliant with technical specifications;
- Having two (02) or more contracts in progress at SNH. In the case of a grouping, the presence in the grouping of a member who has two (02) or more contracts in progress with SNH;
- Technical score less than 80/100;
- Absence of proof of having already executed at least one (01) contract for the supply and of installation of secure computer routers, during the last five (05) years.

In the event of a consortium, absence of proof for one of the Members of the Group of having already carried out at least one (01) contract for the supply and of installation of secure computer routers, during the last five (05) years.

#### \* *Essential criteria*

No.	Essential criteria	Score
1	Presentation of offer	5 points
2	Understanding of the context and the objectives of the project	5 points
3	Methodology proposed by the bidder for the execution of the services	16 points
4	Experience of the bidder in the execution of contracts for carry out the installation of secure computer network equipments, within the last five (05) years	39 points
5	Experience of the project team proposed by the bidder, related to the installation of secure computer network equipments, within the last five (05) years	35 points
Total technical score (Ts)		100

### 14. Award of the Contract

The contract under this Invitation to Tender shall be awarded to the bidder with the "lowest bid", which satisfy the technical and administrative requirements.

### 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 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.

**Signed Adolphe MOUDI KI**  
**Executive General Manager**