



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/CSPM-OP/2023 of 28/02/2023 for the recruitment of a consultant to carry out the detailed environmental and social impact assessment (ESIA) study for the construction project of a gas pipeline to supply natural gas to the ceramic tile factory of Keda Cameroon Ceramics Ltd. in Bipaga, Ocean Division, South Region, Cameroon.

1. Purpose of the Invitation to Tender

The National Hydrocarbons Corporation (SNH) is launching an Open National Invitation to Tender for the recruitment of a Consultant to carry out the detailed Environmental and Social Impact Assessment (ESIA) study for the construction project of a gas pipeline to supply natural gas to the ceramic tile factory of KEDA CAMEROON CERAMICS LTD. in Bipaga, Ocean Division, in the South Region of 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 national companies or groups of companies specialised in Environmental and Social Impact Assessment (ESIA) studies.

4. Funding

The services under this Invitation to Tender will be funded by the SNH Budget for the 2023 fiscal year.

5. Consultation and acquisition of the Tender File

Upon publication of this Notice, the Tender File (TF) may be consulted and obtained during working hours, at the Secretariat of the Public Contracts Unit of SNH, located at its Head office building in Yaounde, Cameroon or electronically (CelluleDesMarches@snh.cm).

The TF can be obtained from the said Secretariat, upon presentation of a payment receipt of a net and non-refundable sum of five hundred thousand (500 000) CFA Francs, into SNH's bank account opened at BICEC Cameroon with the following details: Bank: 10001; Branch: 06860; Account: 12270660000; Key: 53; Domiciliation: Yaoundé-Centre; IBAN: CM211000106860 1227066000053; Bic: ICLRCMCXXXX.

The deadline for the acquisition of the Tender File is fixed on **Friday 17th March 2023 at 3:00 p.m., local time.**

6. Clarifications on the Tender File

Any Bidder wishing to obtain clarifications on the Tender File may request it by letter or by e-mail addressed to the SNH Public Contracts Unit (CelluleDesMarches@snh.cm), which must be received **latest forty-eight (48) hours before the date of the pre-bid meeting.**

SNH shall reply during the pre-bid meeting to requests for clarification received. A copy of the answer indicating the question asked will subsequently be sent by the Public Contracts Unit of SNH to all the companies that took part in the pre-bid meeting.

SNH reserves the right to not give any written reply to verbal questions. Any misinterpretation by a bidder of the tender file documents that have not been subject to an addendum shall be rejected and shall not bear the responsibility of the Project Owner.

7. Date, time and venue of the pre-bid meeting

In order to ensure that the Bidders understand all the aspects of the project and the context in which it is carried out, SNH shall organise a pre-bid meeting with the companies that have acquired the Tender File on **Friday 07th of April 2023 at 10 a.m. at the Liquefied Petroleum Depot of SNH in Bipaga, South Region, Cameroon.** This meeting will be followed by a visit to the site of the construction project.

The purpose of the pre-bid meeting and the site visit will be to provide clarification on any questions, particularly of a technical nature, that may arise.

Failure of a Bidder to attend the pre-bid meeting and/or the site visit shall be grounds for disqualification.

A certificate of visit, signed by SNH, will be issued to participating companies.

It is understood that the related costs of participation at this meeting and the site visit, shall be borne by the participating companies.

In addition, as part of the fight against the Covid-19 pandemic, companies are kindly requested to note that access to the SNH Bipaga facility is subject to the presentation, by each of their representatives, of either a valid vaccination certificate or a negative Covid-19 PCR test result, dated less than three (03) days.

8. Submission of bids

Each bid, drafted in French or English and in seven (07) copies, including one (1) original and six (6) copies, labelled as such, must be deposited, in a sealed envelope,

at the Secretariat of the Public Contracts Unit of SNH, P.O. Box 955 Yaoundé, Tel.: (237) 222 20 98 64, Fax: (237) 222 20 98 69, **latest Friday 21st April 2023 at 3 p.m., local time.** The bid, submitted against a receipt, must be labelled as follows:

“For the attention of the Executive General Manager of the National Hydrocarbons Corporation:

Open National Invitation to Tender No. 001/AONO/SNH/CSPM-OP/2023 of 28/02/2023 for the recruitment of a consultant to carry out the detailed environmental and social impact assessment (ESIA) study for the construction project of a gas pipeline to supply natural gas to the ceramic tile factory of Keda Cameroon Ceramics Ltd. in Bipaga, Ocean Division, South Region, Cameroon

- Confidential -

“To be opened only during the bid opening session”

9. Bid bond

Under penalty of rejection of the offer, each bidder must include in the administrative documents a bid bond of **one million (1 000 000) CFA francs**, issued by a first class bank or financial institution accredited by the Ministry in charge 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 (03) months before the deadline for the submission of bids.

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

11. Opening of bids

The bids shall be opened in two (02) phases.

The first phase shall consist in the opening of package A «administrative documents» and package B «technical offers». This phase will be followed by the opening of packages C «financial offers» from Bidders whose technical offer scores are greater than or equal to eighty points out of one hundred (80pts/100).

The opening of packages A and B shall take place at the SNH Head Office building in Yaoundé, on **Friday 21st April 2023, at 3 p.m. local time**, by the Special Committee for the Award of Contracts relating to Petroleum Operations.

Only the bidders, or their duly appointed representatives with perfect knowledge of their bids may attend the bid opening sessions.

In addition, as part of the fight against the Covid-19 pandemic, companies are kindly requested to note that access to the SNH Head Office building is subject to the presentation, by each of their representatives, of either a valid vaccination certificate or a negative Covid-19 PCR test result, dated less than three (03) days.

12. Duration of execution

The maximum duration of execution of the study, the purpose of this invitation to tender, set by SNH is **one hundred and twenty (120) working days.**

13. Evaluation of bids

* Elimination criteria

a. Incomplete administrative file, technical offer or financial offer, or non-compliance of one of the documents (including that of the members of the Consortium, if applicable), subject, eventually, to a deadline of 48 hours granted by SNH to complete the file;

b. False declaration, substitution, falsification or non-compliance of an administrative or technical document;

c. Absence or non-compliance of the bid bond;

d. Services proposed by the bidder are non-compliant with the minimum defined in the Terms of Reference;

e. Absence of accreditation by the Ministry in charge of the Environment, to carry out environmental and social impact studies;

f. Technical bid score less than eighty out of one hundred points (80pts/100);

g. Unqualified technical staff of Bidder;

h. Absence of the maximum duration to complete the study or duration to complete the study is more than the prescribed maximum;

i. Have two (02) or more Contracts with SNH that are still being executed. In the case of a consortium, presence in the group of a Member with two (02) or more contracts in progress with SNH;

j. Absence of proof of having executed at least one (01) environmental and social impact assessment study within the last ten (10) years. In the case of a consortium, absence of proof for one of the Members of the consortium of having already executed at least one (01) environmental and social impact assessment study within the last ten (10) years;

k. Absence of proof of participation at the pre-bid meeting and site visit.

* Essential criteria for evaluating technical offers

N°	Essential criteria	Score
1	Presentation of the offer	5 points
2	Understanding of the context of the project	5 points
3	Understanding of the objectives of the project	5 points
4	Experience of the Bidder in carrying out environmental and social impact assessment study within the framework of an oil and/or gas project	40 points
5	References of the key technical staff that the bidder proposes to assign to conduct the environmental and social impact assessment study within the framework of an oil and/or gas project	45 points
Total technical score (Nt)		100

The evaluation of financial offers shall take place following the evaluation of technical offers, and only for bids which have not been eliminated and which have obtained beforehand a score equal to or greater than eighty points out of a total of one hundred (80pts/100).

The financial offer with the **lowest amount** shall have a financial score (Fs) of 100 points.

For the calculation of the other financial scores, the following formula shall be used:

$$Fs = 100 \times \frac{\text{Cost of the cheapest financial offer}}{\text{Cost of the financial offer considered}}$$

Technical and financial offers shall be weighted as follows:

Weight of the technical offer (Tw): 80 %

Weight of the financial offer (Fw): 20 %

The overall score (Os) of a bid is obtained by weighting the technical score (Ts) by the technical weight (Tw), and the financial score (Fs) by the financial weight (Fw), according to the following formula:

$$Os = (Ts \times Tw) + (Fs \times Fw)$$

The bid having the highest overall score (Os) will be considered as the “best bid”. The other bids will be sorted in descending order of the overall scores.

14. Award of the Contract

The Contract under this invitation to tender will be awarded to the bidder with the **(best bid)**.

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 Yaoundé, 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