



**PORT AUTONOME DE KRIBI**

**PORT AUTHORITY OF KRIBI**

**NATIONAL OPEN CALL FOR TENDERS No 015/AONO/PAK/CIPM/2024 OF 06 MARS 2024 TO PROVIDE IT CONSUMABLES AND SPARE PARTS TO THE PORT AUTHORITY OF KRIBI.**

**Funding: Budget of the Port Authority of Kribi. 2024 FY.**

**1. PURPOSE OF THE CALL FOR TENDERS**

The General Manager of the Port Authority of Kribi, Project Owner, hereby launches a Call for Tenders to provide IT consumables and spare parts to the Port Authority of Kribi.

**2. NATURE OF SERVICES**

Services covered by this Call for Tenders are the supply of IT consumables and spare parts to the Port Authority of Kribi.

Details on supplies are provided in the Description of Supplies.

**3. DELIVERY TIME**

The maximum deadline provided by the Project Owner for the supply of IT consumables shall be four (4) months.

**4. ALLOTMENT**

This call for Tenders shall not be divided.

**5. PROVISIONAL COST**

The provision cost for all the services shall be two hundred and fifty million (250,000,000) CFA francs all tax inclusive.

**6. PARTICIPATION AND ORIGIN**

This Call for Tenders is open to Cameroonian companies specialised in supplying IT equipment and consumables.

**7. FUNDING**

Services covered by this Call for Tenders shall be funded by the Budget of the Port Authority of Kribi, 2024 FY.

- Activity 5112: "DEPLOYMENT, ADMINISTRATION AND MAINTENANCE OF IT SYSTEMS"
- Task 5112001: "Acquisition of IT equipment and consumables"
- Line 5112001-604720: "IT supplies and consumables"



#### 8. CONSULTATION OF THE TENDER FILE

The file can be consulted during working hours at the PAK Public Contracts Division located at the ground floor of the PAK 2-storey building next MEAO Building, Head Office of the Port Authority of Kribi in Kribi, Tel.: (237) 222 46 21 00 Fax: (237) 222 46 21 04, P.O.Box: 203 Kribi, email: [contact@pak.cm](mailto:contact@pak.cm) or [cipm@pak.cm](mailto:cipm@pak.cm) upon publication of this Call for Tenders.

#### 9. ACQUISITION OF THE TENDER FILE

The tender file can be collected during opening hours at the PAK Public Contracts Division, on the ground floor of the new PAK 2-storey building, Head Office of the Port Authority of Kribi in Kribi, Tel.: (237) 222 46 21 00, Fax: (237) 222 46 21 04, P.O.Box: 203 Kribi, email: [contact@pak.cm](mailto:contact@pak.cm) or [cipm@pak.cm](mailto:cipm@pak.cm) upon publication of this Call for Tenders and presentation of deposit receipt of a non-refundable amount of one hundred and fifty thousand (150,000) CFAF in the special account CAS-ARMP n°33598860001 94 of the Public Contracts Regulatory Agency (ARMP) opened in this regard at BICEC.

The copy of the receipt shall be submitted when submitting bids at the Tender File at the Public Contracts Division of the Port Authority of Kribi.

#### 10. SUBMISSION OF BIDS

Each bid drafted in French or English in seven (7) copies among which one (1) original and six (6) copies marked as such must be received no later than on ~~02 AVR 2024~~ at 12 p.m. prompt, local time at the following address:

Head Office of the Port Authority of Kribi in Kribi, Public Contracts Division, ground floor of the PAK 2-storey building next to MEAO Building in Kribi, Tel.: (237) 233 431 610, P.O.Box: 203 Kribi, e-mail: [contact@pak.cm](mailto:contact@pak.cm)

It shall bear the following mention:

"NATIONAL OPEN CALL FOR TENDERS No. ~~015~~ /AONO/PAK/CIPM/2024 OF ~~06 MARS 2024~~ TO PROVIDE IT CONSUMABLES AND SPARE PARTS TO THE PORT AUTHORITY OF KRIBI."

#### 11. BID BOND

Bids must be accompanied by a bid bond issued by a first-rate banking or financial institution approved by the Minister in charge of finance (see Document 10 in the Tender File) to be automatically released no later than 30 days after the expiry of the validity of the tenders and amounting to five hundred thousand (500,000) CFA francs.



## 12. ADMISSIBILITY OF BIDS

Under penalty of rejection, administrative documents required must be provided in originals or copies certified by the issuing institution or the competent administrative authority in accordance with the provisions of the Specific Rules of the Call for Tenders. They must have been issued less than three (3) months before the original date of submission of bids.

## 13. OPENING OF BIDS

The opening of bids shall take place in one stage.

The opening of administrative, technical and financial files shall take place on **02 AVR. 2024** at 1 p.m. prompt by the Internal Procurement Committee of the Port Authority of Kribi in the conference room at the 2nd floor of the PAK 2-storey Building in Kribi.

Bidders or their duly mandated representatives shall attend this opening session.

## 14. EVALUATION CRITERIA

### 1.1. ELIMINATORY CRITERIA

- 1) Insufficient number of copies (less than 7 copies);
- 2) Administrative file
  - Incomplete administrative file;
  - Failure to provide a compliant administrative document after the 48-hour deadline provided by the Internal Procurement Committee;
  - False statement or forged document.
- 3) Technical file
  - No leaflets with technical data sheets;
  - No approval or authorisation from the manufacturer or no contract binding the supplier to the Manufacturer or to one of its authorised distributors;
  - 100% non-compliance with technical specifications for supplies;
  - False statement or forged document;
  - Non-acceptance of the terms and conditions of the contract (Description of supplies, Special Administrative Specifications (CCAP), declaration of commitment to comply with the social and environmental clauses or Integrity Charter not initialled on each page, not signed, not sealed and not dated by the bidder on the last page);
  - Non-compliance with 5 key criteria out of 6.
- 4) Financial file
  - No quantified unit price;
  - No sub-details on quantified unit prices.



## 1.2. KEY CRITERIA

The key criteria for the qualification of candidates shall focus on:

|    |                             |        |
|----|-----------------------------|--------|
| 1. | Bidder's experience         | Yes/No |
| 2. | Bidder's financing capacity | Yes/No |
| 3. | Execution methodology       | Yes/No |
| 4. | Customer care               | Yes/No |
| 5. | Human resources             | Yes/No |
| 6. | Material resources          | Yes/No |

*Any bid that does not comply with all eliminatory criteria and with less than 5 evaluation criteria out of 6 shall be dismissed.*

## 15. AWARD

The contract shall be awarded to the bidder meeting all eliminatory criteria and with the most competitive bid.

## 16. VALIDITY OF BIDS

Bidders shall be bound by their tenders for ninety (90) days with effect from the tender submission deadline.

## 17. ADDITIONAL INFORMATION

Additional information shall be obtained during working hours at the following address: Head Office of the Port Authority of Kribi in Kribi, Public Contracts Division, ground floor of the PAK 2-storey building, Tel.: (237) 222 46 21 00 Fax: (237) 222 46 21 04, P.O.Box: 203 Kribi, e-mail: [contact@pak.cm](mailto:contact@pak.cm) website: [www.pak.cm](http://www.pak.cm).

Kribi, 06 MARS 2024

THE GENERAL MANAGER OF THE PORT AUTHORITY OF KRIBI  
PROJECT OWNER

### COPY TO:

- PCA/PAK
- DG/ARMP
- P/CIPM
- CHRONO
- RECORDS
- BILLBOARD.



*Patrice Melom*