



PORT AUTONOME DE KRIBI

PORT AUTHORITY OF KRIBI

NATIONAL OPEN CALL FOR TENDERS No 10.16/AONO/PAK/CIPM/2024 OF 06 MARS 2024 TO CARRY OUT THE MAINTAINNANCE OF PAK COOLING AND AIR-CONDITIONING INSTALLATIONS IN TWO (2) LOTS.

FUNDING: Budget of the Port Authority of Kribi, 2024 and subsequent FYs.

1. PRUPOSE OF THE CALL FOR TENDERS

Within the framework of the setting up of the structures of the Port Authority of Kribi and with a view to maintaining its installations in good working order, the General Manager of the Port Authority of Kribi, Project Owner, hereby launches a Call for Tenders to maintain PAK's cooling and air-conditioning installations in two (2) lots.

2. NATURE OF SERVICES

Services to be provided are specified in the Terms of Reference and the Schedule of Unit Price and shall comprise of the following:

- Maintenance of PAK's cooling and air conditioning installations in Kribi ;
- Maintenance of PAK's cooling and air conditioning installations in Mboro.

3. EXECUTION TIME

The maximum deadline provided for by the Project Owner to provide the services covered by this Call for Tenders shall be **twelve (12) months for each lot.**

4. ALLOTMENT

- This Call for Tenders shall be allotted as follows:
- Lot 1: maintenance of PAK's cooling and air conditioning installations in Kribi;
- Lot 2: maintenance of PAK's cooling and air conditioning installations in Mboro.

5. PROVISIONAL COST

- The provisional cost after prior studies is one hundred million (100,000,000) CFA francs broken down as follows:
- Lot 1: 50,000,000 CFAF all tax inclusive
- Lot 2: 50,000,000 CFAF all tax inclusive

6. PARTICIPATION AND ORIGIN

This Call for Tenders is open to companies established in Cameroon and specialised in carrying out similar services.



7. FUNDING

The services covered by this Call for Tenders shall be funded by the Budget of the Port Authority of Kribi, **2024 and subsequent financial years**, on the following budget line:

- Activity 5116: "UPKEEP AND MAINTENANCE OF VARIOUS NETWORKS"
 - o Task 5116013: "rehabilitation work of cooling and air conditioning networks"
 - ✓ Line 624110: "buildings upkeep and repair"

8. BID BOND

Bids must be accompanied by a bid bond issued by a first-rate banking 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 one million (1,000,000) for each lot.

9. CONSULTATION OF THE TENDER FILE

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

10. ACQUISITION OF THE TENDER FILE

The file can be collected during working hours at the Public Contracts Division located at the ground floor of the PAK 2-storey building in Kribi next to MEAO Building, Tel.: (237) 222 46 21 00 Fax: (237) 222 46 21 04, P.O.Box: 203 Kribi, email: contact@pak.cm upon presentation of a deposit receipt of a non-refundable amount of one hundred thousand (100,000) CFAF in the special account CAS-ARMP No.33598860001 94 of the Public Contracts Regulatory Agency (ARMP) opened in this regard at BICEC

The copy of the receipt shall be submitted when collecting the Tender File at the Public Contracts Division.

11. 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

13 0 AVR 2024 At 12 p.m. prompt, local time at the following address:

PAK Public Contracts Division, ground floor of the PAK 2-storey building next to MEAO Building in Kribi, Tel.: (237) 222 46 21 00 Fax: (237) 222 46 21 04, P.O.Box: 203 Kribi, e-mail: contact@pak.cm.

In addition, the information in the financial file listed above (price sub-details, unit price list, cost estimate) will be provided on a USB key.

Each bid shall bear the following mention:



**"NATIONAL OPEN CALL FOR TENDERS No 010/AONO/PAK/CIPM/2024 OF 06 MARS 2024
TO CARRY OUT THE MAINTAINNANCE OF PAK COOLING AND AIR-CONDITIONING
INSTALLATIONS IN TWO (2) LOTS "**

Lot....

TO BE OPENED ONLY DURING THE BID-SESSION".

12. SITE VISIT

Each bidder must take part in the site visit organised by the Project Owner in the facilities in Kribi and in Mboro on at prompt. The Project Owner will issue a site visit certificate to bidders who took part in the site visit.

13. 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 or after the signing date of the Tender File.

Any incomplete bid as per the requirements of the Tender File shall be declared inadmissible, namely for the lack of a bid bond issued by a financial institution or a first-class bank approved by the Ministry of Finance.

14. OPENING OF BIDS

The opening of bids shall take place in two stages.

The opening of administrative and technical files shall take place on **30 AVR 2024 at 1 PM** by the Internal Procurement Committee of the Port Authority of Kribi in the conference room located on the **2nd floor of the PAK 2-storey building in Kribi.**

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

The opening of financial bids shall be done only for bidders who must have obtained a score of at least 80/100 after technical analysis.

15. EVALUATION CRITERIA

A. *Eliminatory Criteria*

1) **Administrative file**

- Incomplete administration file;
- Failure to provide a compliant administrative document after the 48-hour deadline provided by the Internal Procurement Committee;



- False statement or forged document;
- Financial information found in the administrative file.

2) Technical file

- False statement or forged document;
- Financial information found in the technical file;
- Technical score below 80 points/100.

3) Financial file

- No quantified unit price.

B. Key criteria

No.	Evaluation criteria	Points
1	Bidder's references in providing similar services	20
2	Financing capacity	10
3	Methodology: Work plan, understanding of the assignment	10
4	Qualification and experience of key personnel assigned to the assignment	30
5	Logistic and material resources allocated to the mission	30
Total file evaluation score		100

16. SELECTION METHOD

The method used to select the services provider shall be based on quality and cost in accordance with the provisions of the Specific Regulations of the Call for Tenders, namely:

The respective weights assigned to the technical and financial bids are:

Weight of the technical bid (T) = 80%.

Weight of the financial bid (F) = 20%.

The overall score (Ng) of a bid is obtained by weighting the technical score (Nt) by the weight of the technical bid (T) and the financial score (Nf) by the weight of the financial bid (F) according to the following formula: $Ng = (Nt \times T + Nf \times F)$.

The bid with the highest overall score (Ng) shall be ranked as the "best bid". The other bids shall be ranked in descending order of overall scores.

17. AWARD

The contract shall be awarded to the bid meeting all the administrative, technical and financial requirements of the Tender File and is evaluated as the most competitive bid.

A bidder cannot be awarded both lots.



18. VALIDITY OF BIDS

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

19. 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 next MEAO Building, tel.: (237) 233 431 610, P.O.Box: 203 Kribi, e-mail: contact@pak.cm.**

Kribi, 06 MARS 2024

**THE GENERAL MANAGER OF THE PORT AUTHORITY OF KRIBI
PROJECT OWNER**

Copy to:

- PCA/PAK
- DG/ARMP
- PCIPM
- CHRONO
- RECORDS
- BILLBOARD



Patrice Melom