



PORT AUTONOME DE KRIBI

PORT AUTHORITY OF KRIBI

**NATIONAL OPEN CALL FOR TENDERS No. 020/AONO/PAK/CIPM/2024 OF
30 AVR 2024 TO ACQUIRE SOUND EQUIPMENT FOR THE CONFERENCE ROOMS
OF 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 supply sound equipment for the conference rooms of the Port Authority of Kribi.

2. NATURE OF SERVICES

Services shall include the supply, installation and commissioning of a sound system equipment in all the conference rooms of the Port Authority of Kribi and training in the use of such equipment.

Details on supplies shall be provided in the technical specifications.

3. PROVISIONAL DELIVERY TIME

The provisional delivery time provided for by the Project Owner for the equipment and the commissioning of the equipment covered by this Call for Tenders shall be six (6) months.

4. ALLOTMENT

this Call for Tenders shall not be divided.

5. PROVISIONAL COST

The provisional cost for the services shall be forty-five million (45,000,000) CFAF all tax inclusive.

6. PARTICIPATION AND ORIGIN

This Call for Tenders is open to companies incorporated under Cameroonian law and specialised in selling such furniture.

7. FUNDING

Services covered by this Call for Tenders shall be funded by the Budget of the Port Authority of Kribi, 2024 FY and allocated as follows:

ACTIVITY 5112: Deployment, Administration and Maintenance of IT systems

Task 5112001: Acquisition of IT equipment and consumables

Budget line 248000-Other equipment



8. SITE VISIT AND PRE-BID MEETING

The site visit shall take place on 16 MAI 2024 at 09AM. The meeting point shall be the yard of the PAK 2-storey building in Kribi at 08 A.M. Each bidder must provide their team with a vehicle to go on the various sites. A site visit certificate shall be issued by the representative of the Project Owner at the end of the visit.

The pre-bid meeting shall take place on 16 MAI 2024 at 18.57 in the conference room of the PAK 2-storey building next to MEAO Building in Kribi.

Only bidders that went for the site visit will be allowed to take part in the pre-bidding meeting.

9. BID BOND

Bids must be accompanied by a bid bond issued by a financial institution, or a first-rate banking institution approved by the Minister in charge of finance (see Document 14 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 **nine hundred thousand (900,000) CFAF**.

10. 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 building next MEAO Building in Kribi, Tel.: (237) 222 46 21 00 Fax: (237) 222 46 21 04, P.O.Box: 203 Kribi, email: contact@pak.cm or cipm@pak.cm upon publication of this Call for Tenders.

11. 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 PAK 2-storey building next MEAO Building in Kribi, Tel.: (237) 222 46 21 00, Fax: (237) 222 46 21 04, P.O.Box: 203 Kribi, email: contact@pak.cm or cipm@pak.cm, upon publication of this Call for Tenders and presentation of deposit receipt of a non-refundable amount of **fifty thousand (50,000) 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 Public Contracts Division of the Port Authority of Kribi.

12. 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 in hard copies no later than on 27 MAI 2024 at 12 p.m. prompt, local time and shall bear the following mention:

"NATIONAL OPEN CALL FOR TENDERS No. 020 AONO/PAK/CIPM/2024 OF 30 AVR 2024 TO SUPPLY SOUND EQUIPMENT FOR THE CONFERENCE ROOMS OF THE PORT AUTHORITY OF KRIBI."



To be opened only during the bid-opening session."

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 bid that is incomplete after the moratorium provided by the Internal Procurement Committee as per the prescriptions of the Tender File shall be considered inadmissible.

14. OPENING OF BIDS

The opening of bids shall take place in one stage.

The opening of administrative, technical and financial bids shall take place on 27 MAI 2024 at 1 p.m. prompt 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 in Kribi.

Only bidders or their duly mandated representatives shall attend this opening session.

15. EVALUATION CRITERIA

1.1. ELIMINATORY CRITERIA

1. Insufficient number of copies (less than 7 copies);

2. Administrative file

- Incomplete administrative file;
- Non-compliant administrative document after the 48-hour deadline provided by the Internal Procurement Committee;
- False statement or forged document.

3. Technical file

- Non-compliance of 4 key criteria out of 5;
- Non-acceptance of the terms and conditions of the contract (Technical Specifications, 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);
- 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 dealers;
- Non-compliance with 90% of the technical specifications for supplies;
- False statement or forged document.



1) 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:

No.	CRITERIA	RESULT
1.	Bidder's experience	Yes/No
2.	Bidder's financing capacity	Yes/No
3.	Bidder's references	Yes/No
4.	Customer care	Yes/No
5.	Staff experience	Yes/No

Any bid that does not comply with all eliminatory criteria and with less than four (4) evaluation criteria out of five (5) shall be dismissed.

16. AWARD

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

17. VALIDITY OF BIDS

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

18. 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 to MEAO Building, Tel.: (237) 222 46 21 00 Fax: (237) 222 46 21 04, P.O.Box: 203 Kribi, e-mail: contact@pak.cm, website: www.pak.cm.

Kribi, 30 AVR 2024

**The General Manager of the Port Authority of Kribi,
Project Owner**



[Handwritten signature in blue ink]
Patrice Melom

Copy to:

- PCA/PAK
- ARMP
- Chairman/CIPM
- CHRONO
- RECORDS
- BILLBAORD.