



PORT AUTONOME DE KRIBI

PORT AUTHORITY OF KRIBI

NATIONAL OPEN CALL FOR TENDERS No. **022**/AONO/PAK/CIPM/2024 OF
03 MAI 2024 TO RECRUIT A CONSULTANT TO CARRY OUT
ARCHITECTURAL AND TECHNICAL STUDIES TO BUILD A MODERN MULTIFUNCTIONAL
DOCUMENT INFORMATION MANAGEMENT COMPLEX (ARCHIVES, LIBRARY, MUSEUM)
AT PAK.

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 recruit a consultant to carry out architectural and technical studies to build a modern multifunctional document information management complex (archives, library, museum) at PAK.

Nature of services

The services assigned to the Consultant shall include the following:

- Drawing up technical studies (written and graphic documents, site surveys, architectural, geotechnical and structural studies, Preliminary Summary Design, Detailed Preliminary Design, Construction Project, Detailed Technical Specifications, Tender Documents/Consultation Documents for construction and construction control works);
- Defining the main features and standardised functionalities of the archive conservation infrastructure;
- Defining the main features and standard functions of the media library infrastructure;
- Defining the main features and standardised functionalities of the infrastructure for the museum;
- Drawing up the Terms of Reference, specifying the technical requirements for each component.

These services shall aim to ensure that the material used and the works carried out have the characteristics to guarantee their durability.

Before the implementation, during the implementation, after the implementation

The services assigned to the Consultant shall be provided in detail in the Terms of Reference.

2. Provisional execution time

The maximum time provided by the Project Owner to carry out the work shall be six (6) months.



3. Allotment

This Call for Tenders shall not be divided.

4. Provisional cost

The provisional cost for the services shall be one hundred and seventy-five million (175,000,000) CFAF all tax inclusive.

5. Participation and origin

This Call for Tenders is open to Design firms incorporated under Cameroonian law.

6. Funding

Services covered by this Call for Tenders shall be funded by the PAK BUDGET, 2024 and following FYs and allocated as follows:

ACTIVITY 5205: COORDINATION SUPPORT AND CAPACITY BUILDING

TASK 5205001: IMPLEMENTATION OF THE PAK/ANC FRAMEWORK PARTNERSHIP AGREEMENT

LINE 231300: OFFICE AND COMMERCIAL BUILDINGS

7. 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 11 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 four million four hundred and twenty thousand (3,500,000) CFAF.

8. Consultation of the Tender File

The Tender 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 in Kribi, 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.

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 next to 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 upon publication of this Call for Tenders and presentation of deposit receipt of a non-refundable amount of two hundred thousand (200,000) 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.

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 submitted in hard copies no later than on 04 JUN 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, email: contact@pak.cm

In addition, information pertaining to the financial file listed above (price sub-detail, unit price lists, quantities and cost estimates) must be submitted in a USB key.

Each bid shall bear the following mention:

"NATIONAL OPEN CALL FOR TENDERS No. 022/AONO/PAK/CIPM/2024 OF 03 MAI 2024 TO RECRUIT A CONSULTANT TO CARRY OUT ARCHITECTURAL AND TECHNICAL STUDIES TO BUILD A MODERN MULTIFUNCTIONAL DOCUMENT INFORMATION MANAGEMENT COMPLEX (ARCHIVES, LIBRARY, MUSEUM) AT PAK."

TO BE OPENED ONLY DURING THE BID-OPENING SESSION.

11. 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 Call for Tenders.

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.



12. Opening of bids

The opening of bids shall take place in two stages. Administrative and technical files shall be opened first, followed by the opening of the financial bids of bidders with the minimum required technical score.

The opening of administrative and technical files shall take place on 04 JUIN 2024 at 1 p.m. by the Internal Procurement Committee of the Port Authority of Kribi in the Conference Room of the PAK 2-storey building in Kribi.

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

Financial bids shall be opened after the technical analysis only for bidders with the minimum score of 80/100.

13. Evaluation criteria

A. Eliminary criteria

1) 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;
- Financial information found in the administrative file.

2) Technical file

- False statement or forged document;
- Financial information found in the technical file;
- No Terms of Reference (TOR), Special Administrative Specifications (CCAP), declaration of commitment to comply with the social and environmental clauses and Integrity Charter not initialled on each page, not signed, not sealed and not dated by the bidder on the last page;
- Technical score below 80/100.

3) Financial file

- No quantified unit price.

B. Key criteria

No.	Evaluation criteria	Points
1	Bidder's references in providing similar services	15
2	Financing capacity	5
3	Methodology: work plan, understanding of the mission, site knowledge and technical suggestions	20
4	Qualifications and skills of key personnel assigned to the project	55



5	Logistic resources allocated to the mission	5
Total file evaluation score		100

14. 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.

15. Award

The contract shall be awarded to the bidder 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, next to MEAO Building, tel.: (237) 233 431 610, P.O.Box: 203 Kribi, e-mail: contact@pak.cm.

Kribi, 03 MAI 2024

The General Manager of the Port Authority of Kribi
Project Owner

Copy to:

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



Patrice Melom