

CALL FOR CONSULTATION FOR A REQUEST OF QUOTATION

CONSULTATION N° 02/DC/ADC/CIPM/2021 OF 26 JUL 2021

FOR THE SUPPLY AND INSTALLATION OF PROFESSIONAL MULTIFUNCTION COPIER TO SOCIETE AEROPORTS DU CAMEROUN S.A.

1. Purpose

Within the framework of the execution of his action plan for the current year, the General Manager of Aéroports Du Cameroun S.A, Contracting Authority, hereby launches a consultation for tenders for supply and installation of professional multifunction copier to Aéroports du Cameroun S.A.

2. consistency

The services under this consultation shall consist in the following:

- The supply of a professional multifunction copier;
- Staff training in the use;
- The supply of a stock of four (04) toners;
- The supply of five (05) packs of compatible staples.

3. Participation and origin

Participation in this call for tenders is open, on equal conditions, to companies installed in the Republic of Cameroon, and specialized in the supply of printing solutions.

4. Estimated cost

The estimated cost after studies is approximately **fifty million (15,000,000) CFA Francs TI.**


5. Financing

Works that constitute the subject of this consultation shall be financed by the budget of *société Aéroports Du Cameroun S.A.*, 2021 Financial Year, head line 24460007.

6. Consultation of file

The Request for Quotation File may be consulted at the Contract Unit of *société Aéroports Du Cameroun S.A.*, located at the Yaounde-Nsimalen International Airport, Room 0104, **Tel: 222 23 36 02 Extensions 359/335.**

7. Acquisition of consultation file

The Consultation File may be obtained from the Contract Unit of the *Société Aéroports Du Cameroun S.A.*, located at the Yaounde-Nsimalen International Airport, Room 0104, **Tel. 222 23 26 02 Extensions 359/335**, upon the publishing of this call for consultation, against presentation of a receipt attesting to the payment of the sum of **fifty thousand (50,000) CFA Francs**; in the account referred to as "CAS Special Account – ARMP" opened in the following BICEC branches: (Yaounde Central Branch, Douala Bonanjo, Limbe, Buea, Dschang, Bafoussam, Bertoua, Ebolowa, Bamenda, Ngaoundere, Garoua and Maroua). 

8. Submission of bids

Bids drafted in English or French, in seven (7) copies, including the original copy and six (6) copies labelled as such, and comprising the Descriptive and Quantitative Slip expressed in figures, shall be submitted to the Contract Unit of *société Aéroports Du Cameroun S.A.* located at the Yaounde-Nsimalen International Airport, Room 0104, **Tel. 222 23 36 02, Extensions 359/335**, not later than on **at 14 am**, and shall be labelled as follows:

CONSULTATION N°/DC/ADC/CIPM/2021 OF
**FOR THE SUPPLY AND INSTALLATION OF PROFESSIONAL MULTIFUNCTION COPIER TO
SOCIETE AEROPORTS DU CAMEROUN S.A.**

“To be opened only during the tender opening session”

9. Admissibility of bids

Each bidder shall enclose in his administrative documents a submission guarantee (bid bond) of an amount of **three hundred thousand (300,000) CFA Francs** issued by a first-rank banking institution or insurance company approved by the Minister in charge of Finance. The validity deadline of the submission guarantee shall be **ninety (90) days**.

Besides, the absence of one of the administrative documents listed below shall lead to the rejection of the tender:

- Non-bankruptcy certificate ;
- NSIF Submission certificate;
- Certificate of non-exclusion from public contracts issued by ARMP;
- submission guarantee;
- Attestation of non-indebtedness ;
- Certificate of banking domiciliation;
- Taxpayer card or tax registration certificate;
- Receipt of payment of the costs of purchase of tender documents;
- - Manufacturer's technical sheet for the supplies;
- - Compliance of the characteristics of the equipment with the major technical characteristics;
- - Manufacturer partnership valid for the current year or approval of an authorized dealer.

10. Deadline of supply

The Contracting Authority hopes that the work shall be executed within **two (02) month**. However, the final execution deadline shall be that proposed by the successful bidder.

11. Opening of bids

The bids shall be opened on **at 15 o'clock** in the meeting hall of Tenders Board, located at the Yaounde-Nsimalen International Airport, (Room 1103), in the presence of bidders or their duly authorized representatives with a perfect knowledge of the submission file.

The bids shall be expressed in value-added tax-exclusive and tax-inclusive figures and shall be accompanied with the stamped and signed submission model.

12. Award of order letter

The order letter shall be awarded to the bidder with the lowest bid and fulfilling the required administrative ad technical capacities.

13. Validity of bids

Bidders shall be bound by their bids for a period of **sixty (60) days**, with effect from the date of submission of their bids.

14. Additional information

Any technical additional information may be obtained, during working hours, from the Computer Systems Division Head of *société Aéroports Du Cameroun S.A.* located at the Yaounde-Nsimalen International Airport, **Tel.: 222 23 36 02, Extensions 228/303.**

Note: For any act of corruption, please call or send an SMS to the following numbers:

- MINMAP : 673 20 57 25 / 699 37 07 48 ;
- CONAC : 222 20 37 32 / 658 26 26 82 ;
- CONAC Green Number: 1517.

Copies:

- ARMP (for information) ;
- CIPM Chairman (for information) ;
- DGI (for information) ;
- Contract Unit (for archive) ;
- Mail Service (for posting) ;
- ADC SA web site (www.adcsa.aero).

Yaoundé, 05 JUL 2021

THE GENERAL MANAGER



The stamp is circular with the text "AEROPORTS DU CAMEROUN S.A." around the top and "DIRECTEUR GENERAL" around the bottom. In the center, there is a logo of an airplane and the text "Société Aéroports Du Cameroun S.A.". A blue ink signature, "Thomas Ouona Assoumou", is written across the stamp.