

REPUBLIQUE DU CAMEROUN
Paix – Travail – Patrie

MINISTRE DES FINANCES

DIRECTION GENERALE DES IMPOTS

DIRECTION DES AFFAIRES GENERALES

SOUS DIRECTION DU BUDGET, DU MATERIEL ET DES
EQUIPEMENTS DE SECURISATION DES RECETTES

SERVICE DU BUDGET

REPUBLIC OF CAMEROON
Peace – Work – Fatherland

MINISTRY OF FINANCE

GENERAL DEPARTMENT OF TAXES

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NOTICE OF CONSULTATION FOR A QUOTATION REQUEST

Request of quotation N° **000001** / DC / MINFI / CIPM-DGT / 2021 of **12 0 JAN 2022**
Relating to the acquisition of office furniture on behalf of the Directorate General of Taxation

1. Object :

The Minister of Finance, Owner, is launching a quotation request for Tenders relating to the acquisition of office furniture on behalf of the Center for Development and Continuing Training of the Directorate General of Taxation.

2- Content of Services

The service covered by this consultation includes the supply and installation of:

- 2 executive tables with 3 drawers, 1 with lock and 1 return with 3 partitions on one side, in solid iroko or sapelli wood dimension 1,6 x 0,75 m
- 1 director's desk in iroko or sapelli glue wood with incorporated imitation leather desk pad dimension 1.80 x 0.75 x 0.55 m lacquered case + a computer return;
- 1 speech stand in solid iroko or sapelli wood;
- 1 secretary desk with computer support return with 3 drawers 160 x 172 x 75 in solid iroko or sapelli wood;
- 2 office furniture's with 2 flaps in solid iroko or sapelli wood dimension 100 x 50 x 200;
- 1 bookcase dimension 1.6 x 2.10 m in iroko or sappelli;
- 1 reception furniture's 240 x 75 x 105 for sideboard in solid Iroko wood or dismotable sapelli;
- 2 conference table 18 places in wood and surface covered with imitation leather with chairs to match the conference table in iroko or sapelli;
- 1 leather 5-seater waiting benches;
- 1 conference tables 3m x 1m50 x 055 in solid iroko or sapelli wood; with chairs to match the conference table in iroko or sapelli;
- 2 director's chairs (synchronized mechanism, wheel armrest, height-adjustable seat, high density foam padding);
- 4 director's chairs (synchronized mechanism, castor armrest, height-adjustable seat, high density foam padding);
- 3 office chairs with high back synchro guy in imitation leather + pvc rolling or orthopedic armrests;
- 1 Varnishing and shaping of the storage ghelp and under – pallet cabinet;

- 150 armchairs with writing tablet for meeting chair.
- 6 visitor chairs in leather or wood armrests with foam padding;
- 1 hardwood platform (parquet) on a metal support;
- 1 table in wood table in iroko or sapelli for platform;
- 01 hidden cabinets with a glazed surface;
- 2 owl umbrella holders (round flower pot and extension for long flowers);
- 4 palm trees in 95cm pot;
- 3 metal vases 26 x 49 cm;
- blinds in pvc 180 x 230cm including installation and any other subjection.

3- Participation:

Participation in this consultation is opened to all Cameroonian businesses operating in the cabinet making sector.

4- Funding:

The works subject is financed by the equipment funds of the Directorate General of Taxation, imputation 45 00 11.

5- Estimated cost

The estimated cost is forty-nine million nine hundred thousand (49,900,000) F CFA All taxes included.

6- Acquisition of the consultation file:

The file can be obtained from the Department of General Affairs of the Directorate General of Taxation, **door 402 BP: 285 Yaoundé Tel: 2 22 23 47 17** upon publication of this notice, against payment of a non-refundable sum of **fifty thousand (50,000) CFA francs**, payable to the Public Treasury against receipt. Copy of the receipt of this payment will be attached to the submission file.

7 - Submission of offers

Each offer written in French or English in seven (07) copies, including the original and six (06) copies marked as such, must reach the Department of General Affairs of the Directorate General of Taxation, **door 402 BP: 285 Yaoundé Tel : 2 22 23 47 17**, not later than **16 FEB 2022** at **1 p.m prompt**, local time and must bear the following mention:

Request of quotation n° **000001** / DC / MINFI / CIPM-DGT / 2021 of

20 JAN 2022
 Relating to the acquisition of office furniture on behalf of the Center for Development and Continuing Education of the Directorate General of Taxation

"TO BE OPEN ONLY DURING THE COUNTING SESSION"

8 - Admissibility of offers

Each bidder must provide a bid bond amounting to **nine hundred thousand (900,000) CFAF** with a validity period of thirty (30) days beyond the validity date of the tenders and established by an approved banking establishment by the Ministry of Finance.

The required administrative documents must, under penalty of rejection, be produced in originals or in certified true copies by the issuing authority, dating less than three (03) months.

Any offer that does not comply with the requirements of this quotation request file will be declared inadmissible, in particular the absence of the bid bond, as well as that received after the deadline dates and times.

9 - Opening of bids

The opening of bids will take place on 176 FEB 2022 at **2 p.m. prompt** in room 402 of the DGT, located in Yaounde in the presence of the Bidders or their duly authorized representatives.

10 - Evaluation criteria

10.1 Eliminating criteria

- Lack of a document from the administrative file other than the bid bond 48 hours after the opening of tenders.
- Absence of the bid bond at the opening of the bids,
- false declaration or forged document;
- absence of a declaration of honor attesting to the non-abandonment of the contract and its absence from the list of defaulting companies issued by MINMAP;
- omission in the financial offer of a quantified unit price;
- lack of financial capacity covering at least seventy-five percent (75%) of the estimated cost of the service;
- non-compliance of supplies with technical specifications (attach catalog or photo and specify the characteristics);
- lack of proof of possession of a carpentry workshop in the national territory;
- non-satisfaction of at least 6/7 of the essential criteria.

10.2 Essential criteria

The bid scoring system will be by binary mode (yes / no) and will relate to the following criteria, details of which are given in the RPAO:

- presentation of bid;
- implementation schedule;
- guarantee and after-sales service;
- means of logistic;
- staff: a cabinetmaker and three carpenters.
- acceptance of the market conditions (CCAP) and description of the supply initialed and signed);
- proof of performance of two furnishing contracts amounting to at least thirty million (30,000,000) FCFA each over the past three (03) years (attach receipt report plus 1st and last page of the contract);

13. Allocation of the contract

The contrat will be awarded to the bidder whose offer has been recognized as conforming essentially to the request for quotation and who has the technical and financial capacities required to perform the service satisfactorily and whose offer has been assessed to be the lowest priced.

12- Duration and place of delivery

Delivery will take place at the headquarters of the Center for Development and Continuing Training of the Directorate General of Taxation, within a maximum period of forty-five (45) days from the date of notification of the service order to deliver the supply.

13- Period of validity of offers

The bidders shall remain committed by their offers for 90 (ninety) days from the deadline set for the submission of offers.

14- Additional information

Additional information can be obtained during working hours from the Department of General Affairs of the General Directorate of Taxes, **door 402 B.P: 285 Yaoundé Tel: 2 22 23 47 17.**

Yaounde, 20 JAN 2022

The Minister of Finance,
Contracting Authority.

Amplifications:

- MINMAP (for information)
- ARMP (for information)
- President CIPM-DGI (for information)
- SOPECAM (for publication)
- DGI / DAG / SDBME (for archiving)



Louis Paul MOTAZE