

**UNIVERSITY OF DSCHANG (UDS)**  
**INTERNAL COMMISSION FOR PUBLIC CONTRACTS AWARD**  
**CALL FOR QUOTATION**  
**N°01/DC/CIPM-UDS/2018 of January 03, 2018**  
**for «Ensuring the external and internal upkeep of campuses a, b and c of the**  
**university of Dschang»**

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**FUNDING: AUTONOMOUS BUDGET OF THE UDS, MANAGEMENT BUDGET, 2018**  
**FISCAL YEAR AND BEYOND**

**1. SUBJECT**

The Vice-Chancellor of the University of Dschang (Contracting Authority) here-by launches on behalf of this Institution, a consultation by call for quotation for **ensuring the external and internal upkeep of campuses A, B and C of the University of Dschang.**

**2. PARTICIPATION**

Participation in this consultation is open under the same conditions to physical and moral individuals having the capacity to render the services in question.

**3. FUNDING**

The services in question are funded by the Autonomous Budget of the University of Dschang, Management budget, 2018 fiscal year and beyond.

**Allocation:**

**A. Compulsory installment: 23 000 000 CFAF**

- 1<sup>st</sup> allotment: External upkeep: 10 000 000 CFAF
- 2<sup>nd</sup> allotment: Internal upkeep: 13 000 000 CFAF

**B. Conditional installment: 23 000 000 CFAF**

- 1<sup>st</sup> allotment: External upkeep: 10 000 000 CFAF
- 2<sup>nd</sup> allotment: Internal upkeep: 13 000 000 CFAF

**4. NATURE OF WORK TO BE DONE**

Services Comprise:

**1<sup>st</sup> allotment: External upkeep:**

- General clearing of grass around,
- Pruning of trees, hedges and flowers,
- Trimming of lawn
- Picking and doing away with garbage
- Unblocking gutters.

**2<sup>nd</sup> allotment: Internal upkeep:**

- Cleaning of lecture halls and amphitheatres,
- Cleaning and disinfecting toilets,
- Cleaning of offices,
- Cleaning of corridors and lanes.





## **5. CONSULTATION AND WITHDRAWAL OF CALL FOR TENDERS FILES**

The Call for Quotation file can be freely consulted during working hours at the unit in charge of contracts Award situated in the first floor, Room 110, of the Chancellery building of the University of Dschang Tél/Fax: 33 45 13 81, P.O.Box 96 Dschang, as soon as this call made public either through the newspaper or notice board at the University of Dschang.

## **6 – WITHDRAWAL OF FILES**

The call for Quotation file can be obtained from the Unit in charge of public contracts situated in the first floor (Room 110) of the Chancellery building of the University of Dschang Tel/Fax 3345 13 81, P.O.Box 96 Dschang, as soon as this call is made by the public news paper or notice board in the University of Dschang, upon presentation of a non refundable payment receipt of Forty thousand(40 000) CFAF through a BICEC Branch, in to the account "Compte d'Affectation Speciale (CAS) de l'ARMP/33 59 88 38 001-76 being charges for purchase of file.

## **7. DEPOSIT OF BIDS**

Bids drafted in French or English, in five (05) copies of which the original and four (04) copies labeled as such, in conformity with prescriptions of the call for Quotation file, shall be submitted with an acknowledgement receipt issued or forwarded by registered mail with an acknowledgement receipt issued by the Unit in charge of Contracts Award of the University of the Dschang, **latest February 02, 2018 at 10 am precisely.**

The sealed files presented in a single volume should simply bear the following:

<<CALL FOR QUOTATION N° 01 /DC/CIPM/UDS/2018 of January 03, 2018 for ensuring the external and internal upkeep of Campuses A, B and C of the University of Dschang>>

To be disclosed only during of opening session

## **8 – ACCEPTABILITY OF BIDS**

Tenders shall be accompanied by a submission security of: 1<sup>st</sup> allotment: 200 000 CFAF; 2<sup>nd</sup> allotment: 260 000 CFAF issued by a financial Institution authorized by the Minister of Finance.

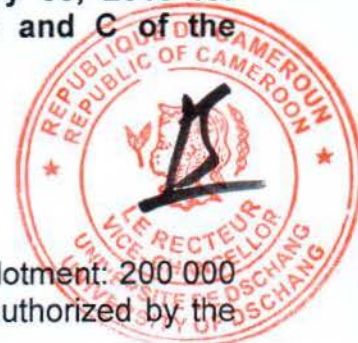
The validity of the caution shall be one hundred and twenty (120) days, from the dead line of submission of tenders. To avoid rejection, the required administrative documents should be imperatively produced in original copies or copies certified by the issuing service, in conformity with items contained in the particular regulation of the Call for quotation, and should absolutely be less than three (03) months old.

Any bid that is not in line with the prescriptions of this call and the call for Tenders file, shall be disqualified, especially the absence of a submission security issued by a financial institution approved by the Minister of Finance, the non respect of samples of documents of the call for Tenders file, a false declaration, a falsified document, will make the bid to be rejected without any possibility of appeal.

**NB: cheques, even when certified are not accepted in the place of the submission security**

## **9. OPENING OF FILES**

The opening of files shall be done on **February 02, 2018 at 11 a.m. precisely**, in the Conference Hall of the Rectorate of the University of Dschang. This will be done by the





Internal Commission for contracts Award of the University of Dschang, in the presence of bidders who so wish or their representatives duly mandated and having perfect mastery of the tender concerned.

#### **10. DEAD LINE OF EXECUTION**

It shall not go beyond twelve (12) months.

#### **11- NUMBER OF LOTS**

This call for tenders is made up of two lots.

#### **12- MAIN EVALUATION CRITERIA**

##### **12.1. Eliminary criteria:**

1. incomplete of administrative file
2. False declaration or falsified document
3. File having obtained less than eighty percent (80%) "Yes" in the essential evaluation criteria.
4. Absence of declaration on the honor of not abandoning a public contract during the last three years.

##### **12.2. Essential Criteria**

The technical know-how of each bidder shall be evaluated according to the following binary marking:

1. Presentation of offer
2. Capacity of pre-funding, access to a credit line or the financial resources
3. Similar work already done
4. material and execution matter
5. Staff
6. Execution programme

#### **13. AWARD OF CONTRACTS**

The contract shall be awarded to the bidder whose technical offer is the least demanding.

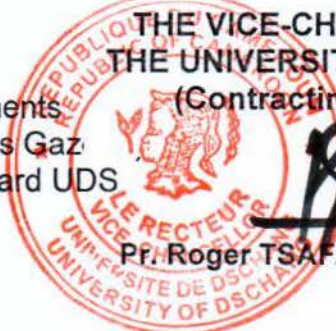
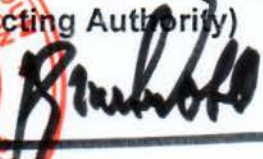
#### **14. VISIT OF SITE**

The site visit to be done after purchase of the Call for Quotation file, shall be accompanied by a report and if possible pictures taken during the visit.

Done in Dschang, on January 03, 2018

#### **Copies:**

- News paper competent for legal announcements
- ARMP (for publication in the Public Contracts Gaz)
- Internal Commission for public contracts Award UDS
- Independent officer
- Accounting officer UDS
- Specialized Financial Controller UDS
- Information and Conference Service UDS
- Notice board
- Archives

THE VICE-CHANCELLOR OF  
THE UNIVERSITY OF DSCHANG  
(Contracting Authority)  
  
  
Pr. Roger TSAFACK NANFOSSO