



**NOTICE OF OPEN NATIONAL INVITATION TO TENDER IN EMERGENCY PROCEDURE N° .012./AONO/SNI/CIPM/17  
FOR THE CARETAKING OF THE REAL ESTATE OF SNI - FINANCING: SNI BUDGET 2017 AND 2018**

**1 - PURPOSE OF THE TENDER**

The General Manager of SNI hereby launches an Open National Invitation to tender in emergency procedure for the recruitment of a security firm in charge of caretaking of the real estate of SNI.

**2- NATURE OF SERVICES**

The services of this contract consist of making the necessary arrangements to ensure the security of persons and goods in the SNI's real estate as follow:

- The SNI building located at Yaoundé down town (eleven day security guards plus a supervisor with a walkie-talkie and nine night security guards plus three dog-handlers plus a supervisor with a walkie-talkie);
- The General Manager residence located at Yaoundé (one day security guards with a walkie-talkie and two night security guards with a walkie-talkie);
- The Deputy General Manager residence located at Yaoundé (one day security guard with a walkie-talkie and two night security guards with a walkie-talkie);
- The residential apartments located at Mont-Febe Yaoundé (three day security guards with a walkie-talkie and three night security guards with a walkie-talkie plus a dog-handler);
- The former SOPIC factory located at Yaoundé (one day security guard and one night security guard plus a dog-handler);
- The former SCAN factory located at Foubot (two day security guards and two night security guards);
- The former MAXIMA factory located at Douala (one day security guard and two night security guards).

**3 - PARTICIPATION**

This Invitation to tender is open to national security firms with a legal agreement.

**4 - FINANCING**

The mission is financed by the SNI investment budget for the 2017 and 2018 financial years.

**5 - CONSULTATION OF TENDER DOCUMENTS**

The tender documents may be consulted at the secretariat of the Director of Real Estate of SNI, 8th Floor of SNI Building in Yaoundé, Room 802, phone: 222.22.44.22, Fax: 222.23.13.32, e-mail: sni@sni.cm.

**6- ACQUISITION OF TENDER DOCUMENTS**

The tender documents may be obtained at the secretariat of the Director of Real Estate of SNI, 8th Floor of SNI Building in Yaoundé, Room 802, phone : 222.22.44.22, Fax: 222.23.13.32, e-mail : sni@sni.cm, every working day, upon presentation of the receipt of payment of a non-refundable amount of CFA Francs 100 000 (ONE HUNDRED THOUSAND CFA FRANCS) deposited in the ARMP Special Fund account of any of the BICEC Agencies in the regional capitals, in Limbe and Dschang.

**7 - SUBMISSION OF BIDS**

Written in English or French, in five (5) copies, including one (1) original and four (4) copies labelled as such, each tender shall reach room 802, 8th Floor of SNI Building in Yaoundé, phone : 222.22.44.22, Fax: 222.23.13.32, e-mail : sni@sni.cm, latest on march 20th 2017 at 12 noon, in a single sealed envelop bearing the following inscription:

**"NOTICE OF OPEN NATIONAL INVITATION TO TENDER IN EMERGENCY  
PROCEDURE N° .012./AONO/SNI/CIPM/17  
FOR THE CARETAKING OF THE REAL ESTATE OF SNI.  
TO BE OPENED ONLY AT THE TENDERS OPENING SESSION"**

**8 - BID BOND**

Tenders shall include a provisional guarantee (bid bond) of one million and five

hundred thousand CFA francs (1 500 000 CFA Francs), delivered by a bank of 1st order duly licensed, otherwise the bid shall be rejected.

The bid bond must be valid for one hundred and twenty (120) days after the above deadline of the bids submission.

**9-TENDER COMPLIANCE**

Any tender not in compliance with the tender requirements shall be rejected. In particular the tender without bid bond delivered by a bank of 1st order duly licensed by the Cameroon Ministry in charge of Finance will be rejected.

Administrative documents shall be submitted in originals or in certified copies in conformity with originals, dated less than three (3) months and should be compliant with the prescription of the tender documents, failing which they shall be rejected.

**10 - EVALUATION OF TENDERS**

**a) Eliminary Criteria**

- Incomplete administrative documents
- Falsification of documents
- Technical score less than 70/100
- Security Firm without a legal agreement
- Financial information put in technical documents

**b) Essential Criteria**

The bids shall be evaluated according to the following technical criteria:

N°	Criteria	Marks
1	General presentation of the tender	05
2	Organisation and methodology proposed	10
3	Professional References of the tenderer	45
4	Qualification and experience of the security guards	30
5	Logistic and technical equipment	10
<b>TOTAL</b>		<b>100</b>

**11 - OPENING OF BIDS**

Bids shall be opened in two phases. The envelops containing the administrative and technical documents shall be opened at the 2nd Floor of SNI Building, Room 213, on march 20th 2017, as from 1 p.m., by the SNI Tenders Board, in a session attended by the tenderers or their representatives duly mandated and having a perfect knowledge of their respective tenders.

Only the financial bids of tenderers who have reach a technical note of 70/100 will be opened.

**12 - AWARD OF CONTRACT**

The Contracting Authority shall award the contract on the basis of the best tender using a combination of technical and financial criteria.

**13 - VALIDITY OF BIDS**

The tenderers remain engaged by their bids for ninety (90) days after the above deadline of the bids submission.

**14- COMPLEMENTARY INFORMATION**

Technical complementary information could be obtained during working hours at the secretariat of the Direction of Real Estate of SNI, situated at the SNI building (door n° 802), PO BOX 423 Yaoundé, Tel. n° : 222.22-44-22, e-mail : sni@sni.cm.

**Le Directeur Général  
Mme Yaou AÏSSATOU**