

REPUBLIC OF CAMEROON

*Paix - Travail - Patrie*

MINISTRE DE L'ELEVAGE, DES PECHEES  
ET DES INDUSTRIES ANIMALES

COMMISSION INTERNE DE PASSATION DES MARCHES

Groupe de Travail chargé d'assurer la Pré-qualification  
pour la Réalisation des Prestations Intellectuelles au  
MINEPIA pour l'Exercice 2025

REPUBLIC OF CAMEROON

*Peace - Work - Fatherland*

MINISTRY OF LIVESTOCK, FISHERIES  
AND ANIMAL INDUSTRIES

INTERNAL TENDER'S BOARD

Working Group in charge of Ensuring the Pre-qualification  
for the Provision of Intellectual Services at MINEPIA  
for the 2025 Financial Year

## CALL FOR EXPRESSION OF INTEREST

No. **0001** /CEI/MINEPIA/WG/2025 OF **02 AVR 2025** RELATING TO THE PRE-QUALIFICATION OF  
CONSULTANTS FOR THE STANDARDISATION OF CENTRAL SERVICE SERVER ROOMS.

### 6. SUBJECT

In order to upgrade all IT networks within his ministerial department to the highest possible standard, the Minister of Livestock, Fisheries, and Animal Industries, acting as the contracting authority, hereby, issues a call for expression of interest for the pre-qualification of consultants. They shall be invited to submit tenders for the standardisation of server rooms in central departments.

The general presentation of operations relating to this activity is found in the Terms of Reference (TOR), and the final pre-qualification description of the said activity, shall be specified in the Restricted Tender File (RTF) resulting from the pre-qualification phase.

### 7. SCOPE OF WORK

The services relating to the consultation consist of:

- supplying all the materials and equipment needed to upgrade the server rooms and computer networks;
- network cabling and installing several equipment;
- configuring the active equipment to make the computer networks operational and secure;
- installing and configuring a video surveillance system in the R+2 building on the Administrative Centre's site;
- providing all the documentation on the supply of all the equipment, detailed plans of the network deployed, the configuration of the active equipment and the guides needed to operate the network;
- transferring the skills required to operate the network.

### 8. PARTICIPATION

Any Company or group of companies registered under Cameroon law, operating within the national territory, and demonstrating technical expertise for the aforementioned services, may participate in this call for expression of interest.

The pre-selection of consultants and subsequent contract award shall be conducted by MINEPIA, following the Restricted Invitation to Tender procedure, in adherence to the applicable laws of Cameroon.





## 9. FUNDING

The services under consideration in this call for expression of interest shall be funded by the Public Investment budget (BIP) of MINEPIA for the 2025 Financial Year, allocated under budget line **No 59 31 057 03 340010 524219 951**.

## 10. PRESENTATION OF TENDERS

Tenders must be submitted in a single volume, divided into two (2) envelopes. Envelope A shall include the administrative documents, and Envelope B shall include the technical tender, as outlined below:

### 5.1 – Envelope A: Administrative documents

Bidders must attach the following documents to their tender in accordance with Cameroon legislation:

- i) A letter of motivation dated, signed and stamped at the current rate (according to the attached model);
- j) A signing authority (if applicable);
- k) A grouping agreement (if applicable);
- l) A certificate of non-bankruptcy;
- m) A tax compliance certificate;
- n) The business register;
- o) A certificate of non-exclusion from public contracts issued by the Public Contract Regulatory Agency (ARMP);
- p) Tax payers registration certificate.

**Note:** The administrative file must include certified copies of documents less than three (3) months old.

Producing a falsified document or incorrect information shall lead to the immediate rejection of the tender.

### 5.2 - Envelope B: Technical Tender

#### A- The technical tender (Envelope B) shall include:

- a list including at least two (2) similar contracts of the same scope carried out as main contractor (or subcontractor) over the last five (5) years, must be provided with the names of the Beneficiary administrations (Contracting Authority, subject, amount, date of acceptance).  
These references must be accompanied by supporting documents, in this case:
  - Copies of the first and last pages of the contract;
  - Final or provisional acceptance report;
  - Completion certificate signed by the Contracting Authority, if applicable;
  - Other supporting documents, to be specified if applicable.

#### B- Personnel qualifications

For the implementation of this mission, the company must have a management personnel whose qualifications are detailed as follows:

##### ➤ Project manager

- At least a Bac+5 (Master's Degree) in networks and telecommunications, computing or computer networks;
- At least 5 years' general experience in the deployment of computer networks;
- Led at least two (2) projects as project manager in similar services;





➤ **2 Network technicians**

- At least a Bac+2 (Advanced Level) in networks and telecommunications, computing or computer networks;
- At least 5 years' general experience in the deployment of computer networks;
- Led at least one (1) project as technician in similar services;
- At least one technician must be CCNA or CCNP certified.

➤ **Electrical technician**

- At least a Bac+2 (Advance Level) in electricity;
- At least 5 years' general experience;
- Led at least one (1) project as an electrical technician in similar services.

**Note:** Concerning the personnel proposed, attach a copy of the certificate and proof of experience, which is:

- a certified copy of the certificate less than three (3) months old;
- signed and dated curriculum vitae of the expert;
- the expert's signed and dated certificate of availability.

**C- Understanding of the ToR, organisation and summary methodology, including the schedule and deadline for carrying out the services**

**10- SUBMISSION OF TENDERS**

Each tender, prepared in either French or English, in five (5) copies, comprising **one (1) original and four (4) copies**, labelled as such, must be delivered to the Contracts Service of the Ministry of Livestock, Fisheries, and Animal Industries, Phone number: 222 22 45 41, no later than **28 APR 2025** at 1pm, and must be clearly labelled with the following:

**CALL FOR EXPRESSION OF INTEREST**

No. **0001** /CEI/MINEPIA/WG/2025 OF **02 APR 2025** RELATING TO THE PRE-QUALIFICATION OF  
CONSULTANTS FOR THE STANDARDISATION OF CENTRAL SERVICE SERVER ROOMS (TO BE  
OPENED ONLY DURING THE TENDER OPENING SESSION)

**11- PUBLICATION OF RESULTS**

The pre-selection of consultants or group of consultants and the award of the contract shall be carried out by MINEPIA, following the national restricted tender procedure, in accordance with Article 76 paragraph 7 of Decree No. 2018/366 of 20 June 2018, on the Public Procurement Code of the Republic of Cameroon.

**12- TENDER EVALUATION CRITERIA**

**c) Elimination criteria**

- Incomplete or non-compliant administrative documents;
- False declaration, substitution or falsified documents;
- Unqualified head of mission;
- Technical score less than 71/100.

**d) Essential criteria**

- General presentation of tenders
- References for services of the same scope

2 marks

40 marks





- Understanding of the terms of reference, organisation and methodology	20 marks
- Expert qualifications and experience	38 marks
Total -----	100 marks

**Note:** Any technical bid scoring less than **seventy-one (71)** marks out of one hundred (100) shall be disqualified.

### 13- ADDITIONAL INFORMATION

Further information may be obtained during working hours from the Public Contracts Service of the Ministry of Livestock, Fisheries and Animal Industries, located at Mvog-Betsi/Yaoundé, Phone number: 222 22 45 41.

Yaoundé, **02 AVR 2025**

THE MINISTER OF LIVESTOCK, FISHERIES, AND  
ANIMAL INDUSTRIES,  
CONTRACTING AUTHORITY

#### COPIES:

- MINMAP (ATCR);
- ARMP (for publishing);
- SOPECAM (for publishing);
- ITB (for information purposes);
- Display (for publishing purposes)
- Contracts Service (for archiving). /-



**Docteur TAÏGA**

