

UNIVERSITY OF DSCHANG (UDs)  
INTERNAL COMMISSION FOR CONTRACTS AWARD  
CALL FOR QUOTATION  
N°04/DC/CIPM/UDs/2016 OF SEPTEMBER 08, 2016  
For the « Supply of books at the University of Dschang »

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**FUNDING:** AUTONOMOUS BUDGET OF THE UNIVERSITY OF DSCHANG  
FISCAL YEAR 2016 / MANAGEMENT BUDGET  
BUDGET HEAD: 461 330086 610040  
ALLOCATION: 12 000 000 CFAF

**1. SUBJECT**

The Vice-Chancellor of the University of Dschang (UDs) here-by launches on behalf of this institution a consultation by call for quotation for the "Supply of books in the University of Dschang"

**2. PARTICIPATION**

Participation in this consultation is open, under equal chances, to physical and moral persons having the capacity to supply the books to be acquired.

**3. FUNDING**

The supply of books, is funded by the Autonomous Budget of the University of Dschang (management budget) for the fiscal year 2016.

**4. CONSULTATION AND ACQUISITION OF QUOTATION FILES**

The file of Quotation can be consulted free of charge and obtained during working hours at the Directorate of Infrastructure of the University of Dschang Room 110; Tel/Fax: 33 45 13 81; B.P.96 Dschang, as soon as this tender is published through the press or on the notice board at the presentation of a payment receipt of a nonrefundable sum of twenty thousand (20 000) FCFA in a BICEC Branch in to the account "compte special CAS-ARMP N°335 988 38001-76" being charges for obtaining the file.

**5. DEPOSIT OF TENDERS**

Tenders written in French or English, in six (06) copies (one original and five (05) copies, indicated as such in conformity with prescriptions on the call for Quotation file, shall be submitted at the Directorate of infrastructure of the University of Dschang, room 110, latest **October 13, 2016** at 10 am prompt.

The sealed files containing the tenders should only bear the following: "CALL FOR QUOTATION N°04/DC/CPM/UDs/2016 of **September 08, 2016** for the supply of books in the University of Dschang" "To be disclosed only during opening session"

**6. ACCEPTABILITY OF TENDERS**

Tenders shall each be accompanied by a security amounting to two hundred and forty thousand (240 000) CFAF issued by a Financial Institution authorized by the Minister of Finance.

The validity of the security shall be one hundred and twenty (120) days from the dead line of deposit of tenders.

To avoid rejection, the administrative documents required should imperatively be produced in original or true copies certified by the issuing service in conformity with

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items indicated in point 3.1 of the regulation of call for quotation. They must be less than three (03) months old.

## 7. MAIN EVALUATION CRITERIA

### 7.1 Eliminary criteria

1. Incomplete administrative file
2. False declaration or falsified document
3. File having obtained less than seventy per cent (70%) "yes" in the appraisal of essential criteria
4. Absence of a quantified unitary price in financial offer
5. Non-conformity of an equipment.

### 7.2 Essential criteria

The technical offer of each bidder shall be evaluated following a binary marking on the following criteria:

1. Presentation of offer
2. Capacity of pre-financing: access to a credit line or other financial resources
3. Similar supplies made
4. staff
5. Supplying modalities

Only technical offers having obtained at least 70% "yes" during appraisal will be retained for onward procedure.

## 8. OPENING OF TENDERS

The opening of tenders shall be done on **October 13, 2016** at 11 am prompt, in the Conference Hall of the chancellery of the University of Dschang, by the Internal Commission for contracts Award of the University of Dschang, in the presence of bidders who so wish or their representatives who are duly mandated and having perfect mastery of the tender concerned.

## 9. ATTRIBUTION

The contract shall be awarded to be the bidder whose technical offer is qualified and is the best.

## 10. SUPPLY DEAD LINE

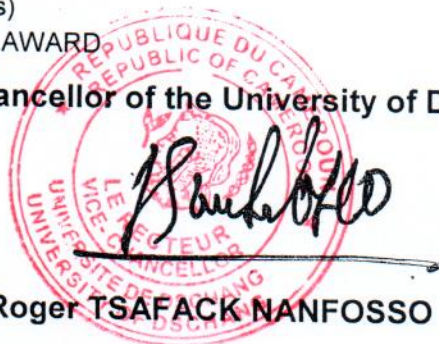
The dead line of supply shall not be more than two (02) months from the date of notification of service order indicating the beginning of the supply process.

Done in Dschang, on **September 08, 2016**.

### Copies:

- Newspapers competent for legal announcements
- ARMP (For publication in the gazette of Public Contracts)
- INTERNAL COMMISSION FOR PUBLIC CONTRACTS AWARD
- Independent observer
- Accounting officer of UDs
- Specialized financial controller UDs
- Information service
- Notice board
- Archives

The Vice-Chancellor of the University of Dschang



Pr. Roger TSAFACK NANFOSSO

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