

This notice in TED website: <http://ted.europa.eu/udl?uri=TED:NOTICE:273220-2011:TEXT:EN:HTML>

**CM-Yaoundé: EDF — technical assistance to the Ministry of Public Works  
2011/S 166-273220**

**Location: ACP countries — Cameroon**

**Service procurement notice**

Common procurement vocabulary (CPV):

Main object:

63712000 Support services for road transport

1. **Publication reference:**

EuropeAid/131624/D/SER/CM.

2. **Procedure:**

Restricted.

3. **Programme:**

9th or 10th EDF.

4. **Financing:**

Financing agreement.

5. **Contracting authority:**

Minepat (National Authorising Officer), Yaoundé, CAMEROON.

6. **Nature of contract:**

Fee-based.

7. **Contract description:**

This contract is for technical assistance to the Ministry of Public Works, aiming to build up programming and planning capacities in the road sub-sector, including with regard to the pilot project to decentralise road network management. This involves supporting the departments concerned by means of permanent technical assistance and short-term specialised expertise to support road maintenance planning using computerised decision-making tools, and the broadening of a management-through-results approach in the framework of the MTEF (Medium Term Expenditure Framework) for roads. The firm will also provide strategic advice on management of capacity strengthening activities for the whole of the 10th EDF programme.

The technical assistance to the Ministry of Public Works will support the following departments in particular: central government, the general inspectorate, the programming unit and the research and planning division, the directorate for road heritage and environment protection, as well as regional delegations and any other directorate that requires it.

8. **Numbers and titles of lots:**

The contract is divided into lots: no, 1 lot only.

9. **Budget:**

Maximum budget: 1 000 000 EUR.

10. **Scope for additional services:**

The contracting authority may, at its own discretion, extend the project in duration and/or scope, subject to the availability of funding, up to a maximum not exceeding the length and value of the initial contract. Any extension of the contract would be subject to satisfactory performance by the contractor.

### **Conditions of participation**

11. **Eligibility:**  
Participation in tendering is open on equal terms to natural and legal persons participating either individually or in a grouping (consortium) of tenderers which are established in 1 of the Member States of the European Union, ACP States or in a country or territory authorised by the ACP-EC Partnership Agreement under which the contract is financed (see also heading 29 below). Participation is also open to international organisations.
12. **Candidature:**  
All eligible natural and legal persons (as per item 11 above) or groupings of such persons (consortia) may apply. A consortium may be a permanent, legally-established grouping or a grouping which has been constituted informally for a specific tender procedure. All members of a consortium (i.e., the leader and all other members) are jointly and severally liable to the contracting authority.  
The participation of an ineligible natural or legal person (as per item 11) will result in the automatic exclusion of that person. In particular, if that ineligible person belongs to a consortium, the whole consortium will be excluded.
13. **Number of applications:**  
No more than 1 application can be submitted by a natural or legal person whatever the form of participation (as an individual legal entity or as leader or member of a consortium submitting an application). In the event that a natural or legal person submits more than 1 application, all applications in which that person has participated will be excluded.
14. **Shortlist alliances prohibited:**  
Any tenders received from tenderers having a different composition than the ones on the application forms will be excluded from this restricted tender procedure, unless prior approval from the contracting authority has been obtained — see PRAG 2.4.3. Shortlisted candidates may not form alliances or subcontract to each other for the contract in question.
15. **Grounds for exclusion:**  
As part of the application form, candidates must submit a signed declaration, included in the standard application form, to the effect that they are not in any of the exclusion situations listed in Section 2.3.3 of the Practical Guide to contract procedures for EU external actions.
16. **Subcontracting:**  
Subcontracting is not allowed.
17. **Number of candidates to be shortlisted:**  
On the basis of the applications received, at least 4 and at most 8 candidates will be invited to submit detailed tenders for this contract. If the number of eligible candidates meeting the selection criteria is less than the minimum of 4, the contracting authority may invite the candidates who satisfy the criteria to submit a tender.

### **Provisional timetable**

18. **Provisional date of invitation to tender:**  
18.10.2011.
19. **Provisional commencement date of the contract:**  
30.1.2012.
20. **Initial period of implementation of tasks:**  
Duration in months: 36 (from the award of the contract).

### **Selection and award criteria**

21. **Selection criteria:**

Same criteria for legal and natural person.

The following selection criteria will be applied to candidates. In the case of applications submitted by a consortium, these selection criteria will be applied to the consortium as a whole.

1) Economic and financial capacity of candidate: in case of applicant being a public body equivalent information should be provided:

1. the candidate's annual turnover for the past 3 financial years must exceed 500 000 EUR, as shown on the balance sheet accounts;
2. cash and cash equivalents at the beginning and end of the past 3 financial years must have been in surplus overall and certified on tax results.

2) Professional capacity of candidate:

1. the candidate has professional certificates (or equivalent) in road engineering;
2. at least 20 staff currently work for the applicant in fields related to this contract;
3. at least 30 % of all staff working for the candidate this year in fields related to this contract are permanent.

3) Technical capacity of candidate:

1. the candidate has worked successfully on at least 3 projects with a budget of at least that of this contract in the field of institutional support in the road sector, which were implemented at any moment during the past 5 years;
2. the candidate has technical assistance experience in institutional support in the field of roads in general, in monitoring sector-based policy, in supporting second-generation road funds, in planning road maintenance and in supporting implementation of a decentralisation policy, gained in developing countries on projects financed by financial backers. Experience in sub-Saharan Africa is desirable.

An economic operator may, where appropriate and for a particular contract, rely on the capacities of other entities, regardless of the legal nature of the links which it has with them. Some examples of when it may not be considered appropriate by the contracting authority are when the tenderers rely in majority on the capacities of other entities or when they rely on key criteria. If the candidate relies on other entities it must in that case prove to the contracting authority that it will have at its disposal the resources necessary for performance of the contract, for example by producing an undertaking on the part of those entities to place those resources at its disposal.

Such entities, for instance the parent company of the economic operator, must respect the same rules of eligibility and notably that of nationality, as the economic operator. Furthermore, the data for these third entities for the relevant selection criterion should be included in the tender in a separate document. Proof of the capacity will also have to be furnished when requested by the contracting authority.

If more than 8 eligible candidates meet the above selection criteria, the relative strengths and weaknesses of the applications of these candidates must be re-examined to identify the 8 best applications for the tender procedure. The only factor which will be taken into consideration during this re-examination is:

— most relevant references in the aforementioned fields in projects financed by the European Development Fund during the past 3 years.

22. **Award criteria:**  
Best value for money.

#### **Application**

23. **Deadline for receipt of applications:**  
6.10.2011 (13:00), local time.  
Any application received after this deadline will not be considered.
24. **Applications format and details to be provided:**

Applications must be submitted using the standard application form, the format and instructions of which must be strictly observed. The application form is available at the following Internet address: [http://ec.europa.eu/europeaid/work/procedures/implementation/services/index\\_fr.htm](http://ec.europa.eu/europeaid/work/procedures/implementation/services/index_fr.htm)

Any additional documentation (brochure, letter, etc.) sent with an application will not be taken into consideration.

25. **How applications may be submitted:**

Applications must be submitted exclusively to the contracting authority in French:

— either by recorded delivery (official postal service) to:

Secretariat of the Special Commission on EDF Contracts, Office of the Minister for the Economy and Finance, Door 500, Ministry of the Economy and Finance, Yaoundé, CAMEROON,

— or hand delivered (including courier services) directly to the contracting authority in return for a signed and dated receipt to the above-mentioned address:

for the attention of: Secretariat of the Special Commission on EDF Contracts, Office of the Minister for the Economy and Finance, Door 500, Ministry of the Economy and Finance. Tel. +237 2232299.

As in above-mentioned address.

The contract title and the publication reference (see item 1 above) must be clearly marked on the envelope containing the application and must always be mentioned in all subsequent correspondence with the contracting authority.

Applications submitted by any other means will not be considered.

26. **Alteration or withdrawal of applications:**

Candidates may alter or withdraw their applications by written notification prior to the deadline for submission of applications. No applications may be altered after this deadline.

Any such notification of alteration or withdrawal shall be prepared and submitted in accordance with item 25.

The outer envelope (and the relevant inner envelope if used) must be marked 'Modification' (alteration) or 'Retrait' (withdrawal) as appropriate.

27. **Operational language:**

All written communications for this tender procedure and contract must be in French.

28. **Date of publication of contract forecast notice:**

5.7.2011.

29. **Legal basis:**

9th or 10th EDF: ACP-EC Partnership Agreement signed in Cotonou on 23.6.2000, as amended.

30. **Additional information**

31. **Date of dispatch of this notice:**

19.8.2011.