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International  
Labour  
Organization

**REQUEST FOR QUOTATION**

**Ref.: ILO/BP Yaoundé DDP 2023 BPM-M01**

**FOR THE SUPPLY OF SMALL CONSTRUCTION TOOLS FOR THE PROJECT FOR THE DEVELOPMENT OF URBAN INFRASTRUCTURES AND THE CREATION OF DECENT JOBS FOR YOUNG PEOPLE IN THE CITIES OF MAROUA AND BAMENDA FOR THE STRENGTHENING OF PEACE AND SOCIO-ECONOMIC RESILIENCE**

**Responses must be received by 20/03/2023**

**27 February 2023**

**ANNEX I**

Tél :  
Télécopie :  
Courriel :

Name and Address of Tenderer

Date 27 February 2023

**REQUEST FOR QUOTATION**

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**Dear Bidder,**

The International Labour Organization (ILO) is pleased to invite your company to submit an offer for small construction Tools in the city of Bamenda, as described in the submission form attached to this letter (Annex I).

Please, prepare your offer, use the submission form and follow the instructions set out in the terms and conditions applicable to ILO contracts (Annex III). Please return to the ILO your completed submission form accompanied by the attestation form (Annex II) duly signed by a legal representative of your company mandated for this purpose.

The terms set out in the ILO Terms and Conditions for Procurement of Goods, together with any other terms set out in or attached to this letter, will form part of any contract entered with the successful tenderer. If your offer is accepted, you will receive a formal purchase order.

Submitting your offer:

**For this request, offers may be submitted by fax or e-mail.**

You must submit your offer in strict compliance with the procedures described below.

In order for it to be examined, the ILO must receive your offer signed **by a legal representative and bearing the official stamp of your company, no later than / 200 3/2023 at 12:00 GMT+1 at the following address: [procure\\_himo@ilo.org](mailto:procure_himo@ilo.org) .**

Bids received after the deadline indicated above will not be considered. The ILO reserves the right to extend the deadline for submission of tenders. In this case, the ILO will inform all potential bidders in writing of the conditions and duration of this extension.

Please accept, dear bidder,

The expression of our best regards.



**Madai Boukar Ali**

**Director ETD BP/Yaoundé**

**Attachments:**

- Submission form (Annex I)
- Certification to be provided by a tenderer (Annex II)
- Terms and conditions applicable to ILO contracts (annex III)

**ANNEXI**

**Name and Address of Bidder**

.....

.....

**Reference:** Request for quotation n°..... ( indicate the reference number)

**Date:** .....(DD /MM/YY)

**Closing date:** 20/03/2023 at 12:00 GMT+1 time

**Submission by fax or e-mail is permitted.**

**Country of destination:** Cameroon.

The following tables are to be completed by the Bidder.

**For the supply of goods:**

Reference of your offer	Date	Currency	Validity date of the offer
<b>Total amount EXW<sup>1</sup></b>	<b>Pick-up location:</b>	<b>delivery time</b>	<b>Total weight in kg and total volume in m<sup>3</sup></b>
<b>DAP total amount <sup>2</sup>( Bamenda)</b>	<b>Pick-up location:</b>	<b>delivery time</b>	<b>Total weight in kg and total volume in m<sup>3</sup></b>

**Responsible for sales :** .....

**Signature and stamp :** .....

This quote has been prepared in accordance with  
**“Terms and Conditions Applicable to ILO Contracts”**

<sup>1</sup> **EXW:** Ex work (Price Ex Works)

<sup>2</sup> **DAP:** Delivery At Place

**SMALL CONSTRUCTION EQUIPMENT**

No.	Article	Specifications required	Proposed specifications (to be completed by the supplier)	QTY	Unit price F CFA	Total price F CFA
1	Ditch templates trapezoidal section of 100x60	In square metal tube 6/10 ° of 40x40		5		
2	Ditch templates square section 60x60	In heavy square metal tube of 40x40		5		
3	Locally made rakes	Made of 40 cm artisanal cast iron, 8 cm teeth, spaced 4 cm apart with two buttress uprights between the two ends and the rod connected to an iron handle		20		
4	Forged forks	Cast iron material 20 cm with 4 teeth spaced 5 cm apart with iron handle		20		
5	Pickaxes	Cast iron type with wooden handles		10		
6	Round shovels	Made of galvanized sheet metal with wooden handles		20		
7	Spades or mining shovels	Made of galvanized sheet metal with wooden handles		20		
8	Wheelbarrows	60 litres, in galvanized sheet metal, solid with reinforced handles and wheel carriers		30		
9	Spare handles for pickaxes and shovels	Made of eucalyptus type country hardwood		10		
10	500gr hammer	Good quality with wooden handle		10		
11	2 kg hammer	Good quality with wooden handle		10		
12	5kg hammer	Good quality with wooden handle		5		
13	Construction twines	In rolls of 100 m, woven cotton type		25		



14	Odometers	Shockproof type with parking kickstand		1	
15	Tape measure 50m	metal type		5	
16	Garbage bin	200-litre metal drums with flocked lids with ILO logos.		10	
17	Buckets with lids and taps for drinking water + stools	50l plastic for water reserve (new), reinforced solid wood stool, seat 60x60 cm high 70 cm.		10	
18	Mason buckets	10 litter plastic, with plastic coated iron handle		50	
19	Trowels	Made of 22x12x6 cm galvanized sheet metal with wooden handles		50	
20	Laser water levels	360° Line Laser (Vertical and horizontal)		04	
21	Aluminum rulers	3m section		04	
22	cutlass	With wooden handle		10	
<b>TOTAL</b>					

## CERTIFICATE TO BE PROVIDED BY BIDDERS PARTICIPANT IN ILO TENDERS

The ILO expects participants in its procurement processes to observe the highest standards of ethics and transparency, to prevent any conflict of interest, and not to engage in coercive, collusive, corrupt or fraudulent practices.

Further to the proposal it has submitted in response to the ILO call for tenders mentioned above, the tenderer certifies that:

1. The prices offered were established independently, without consultation, communication or agreement with other interested, competing or potentially competing companies with a view to restricting competition.
2. No attempt has been or will be made by the Bidder to influence any other Bidder, organization, partnership or company whether or not to submit a Bid.
3. The Bidder shall not offer, solicit or accept, directly or indirectly, any gratuity, gift, favour, invitation, promise of employment or other benefit from or to anyone at the ILO.
4. The Bidder (both the parent company and/or its subsidiaries) is not identified or associated with any persons, groups, companies and entities on the list established pursuant to United Nations Security Council Resolution 1267 UN (Consolidated List).
5. The Bidder (both the parent company and/or its subsidiaries) will not use funds received under a contract with the ILO for the purpose of supporting individuals, groups, companies or entities associated with terrorism .
6. The Bidder (both parent company and/or its subsidiaries) is not subject to any form of sanction imposed by any organization or agency of the United Nations System, including the World Bank.

The ILO reserves the right to cancel or terminate with immediate effect and without compensation any tender or contract arising from this tender procedure in the event of misrepresentation in relation to the above certificates.

Definition of terms used in this statement:

"Practice of coercion" means the use or threat of coercion, directly or indirectly, against people (or their property) in order to improperly influence their actions.

By "collusive practice" is meant any procedure or agreement between two or more bidders, in order to fix prices at artificial or otherwise non-competitive levels .

"Conflict of Interest" means a situation that gives rise to an actual, potential or perceived conflict between the interests of one party and another.

By "corrupt practice" is meant the fact of offering, giving, receiving, or soliciting, directly or indirectly, anything used to improperly influence the actions of people.

By "fraudulent practice" is meant the misrepresentation of a fact, or the omission of the

mention of a fact, in order to obtain a financial or other advantage or to avoid an obligation.

The undersigned certifies that they are duly authorized to sign this certificate on behalf of the tenderer.

**Name and function Signature Date:**

_____	_____	_____
_____	_____	_____

## ANNEX III

### **TERMS AND CONDITIONS APPLICABLE TO ILO CONTRACTS**

The PDF document of the terms and conditions applicable to BIT contracts can be consulted on the following link:

[https://www.ilo.org/wcmsp5/groups/public/--ed\\_mas/--inter/documents/legaldocument/wcms\\_768753.pdf](https://www.ilo.org/wcmsp5/groups/public/--ed_mas/--inter/documents/legaldocument/wcms_768753.pdf)

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