



S.A. avec Conseil d'Administration au capital de 47.148.690.000 FCFA | Siège social : Avenue de Gaulle, B.P. 4077 – Douala
RCCM : Douala n° RC/Dia/1974/B/4624 Numéro statistique 211511001 – S | N° de Contribuable MO57400001633D
Tél : (+237) 233 42 99 72 - 233 43 00 33 - 233 43 00 35 | Fax : (+237) 233 42 22 47
E-mail : contact@eneo.cm | Site Web : www.eneocameroon.cm

***Open National Call for Tenders No. 074/DGA/DAP/2021
For the subscription of a funeral expenses insurance for the staff of ENEO, its subsidiary
and their families***

1. Introduction

1.1. Activities and Organization of ENEO CAMEROON S.A.

ENEO CAMEROON S.A. (Eneo) is a company in charge of electricity generation, transmission and distribution throughout the national territory of Cameroon. ENEO workforce is about 3, 614 permanent employees.

1.2. Purpose of the tender and scope of performance

The purpose of this call for tenders is to subscribe for 3 years, a funeral expenses insurance for the staff of ENEO, its subsidiary and their families.

ENEO hereby invites interested companies to submit their best offer.

1.3. Participation and origin

- This tender is opened to insurance companies authorized to operate in the Republic of Cameroon and approved by the Ministry of Finance and CIMA.
- Consortiums are not allowed.
- Companies wishing to participate in this Tender shall be admissible based on the qualification criteria released in the Tender file.
- A company participating in this Tender shall comply with the "Anti-corruption and money laundering regulations" attached to the Tender file.

2. Financing

The services, subject of this Tender, shall be financed by the 2022 and beyond ENEO OPEX budgets.

3. Consultation and acquisition of the Tender File

3.1. The Tender files can be consulted and obtained on ENEO's website (www.eneocameroon.cm >> News and Media >> Press releases >> Calls for tenders and Results) at any time from the release of this tender notice.

3.2. The Tender package has the following files:

- a. Instructions to Bidders;
- b. Terms of reference;
- c. Technical proposal submission forms
- d. Financial proposal submission forms
- e. Administrative documents
- f. Evaluation and selection criteria
- g. Commitment forms:
 - g1. Intent to bid form;
 - g2. Due Diligence Questionnaire;
 - g3. Provisions relating to the fight against corruption and money laundering.



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4. Submission Process

4.1. In response to this Tender, companies shall submit:

- Administrative documents;
- Technical bids;
- Financial bids.

4.2. The preparation and submission of bids shall be done as provided for by this Call for Tenders and the Instructions to bidders given in the Tender file.

4.3. **Complete bids shall be submitted no later than Tuesday, October 05th, 2021 at 3.00 PM (local time).**

5. Selection Method

Bidders shall be selected based on the best cost/quality evaluation criteria in accordance with the Tender files.

6. Communication

6.1. All the questions related to this tender shall be addressed exclusively by email at:
Eneo.tenders@eneo.cm

Subject: *Call for tenders#074/DGA/DAP/2021_ Subscription of a funeral expenses insurance*

6.2. ENEO shall respond to bidders questions starting from the released of this tender till 5 days before the bid submission date. Communication by phone is not allowed.

6.3. No industrial property information shall be provided in the questions; answers to a bidder's questions during the Tender process shall be broadcast to all the other bidders.

6.4. Communications during this Tender process shall be considered as confidential information and industrial property (Bidders shall not disclose this tender and any related information).

6.5. **Any contact made by any bidder, directly with ENEO staff or board members concerning this Tender, shall be a violation of the criteria for responding to this call for tenders and might result in the elimination of the bidder.**

7. Tender Addendum and Cancellation

7.1. ENEO reserves the right to make any amendment to this Tender or to stop this tender.



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- 7.2. ENEO can, before the contract is signed, either cancel the tender, or cancel the contract implementation procedure without being liable to pay any compensation to the bidders. The cancellation conditions and the associated measures shall be spelt out in the instructions to bidders.

The Procurement Director