
PUBLIC CONTRACTS REGULATORY AGENCY
AGENCE DE REGULATION DES MARCHES PUBLICS

**COMMISSION IN CHARGE OF THE CATEGORISATION OF SERVICE PROVIDERS
IN THE BUILDING AND PUBLIC WORKS SECTOR**

SUB-SECTOR
“BUILDING AND URBAN DEVELOPMENT”

- CATEGORISATION CRITERIA -

“WORKS”

1. FORMS

(Letterhead of the company)

**FORM 1: PERMANENT AUTHORISATION TO CHECK THE VERACITY OF
DECLARATIONS**

Ref. No. _____, on _____

**TO THE DIRECTOR GENERAL
OF ARMP
P. O. Box 6604
YAOUNDE**

**Subject : Permanent authorisation to check the veracity
of declarations and references**

Sir,

I the undersigned _____, National ID No. _____, issued on _____, General Manager* of the enterprise _____, taxpayer card No. _____, with its head office located in _____, P.O. Box _____, Tel. _____, hereby authorise the Commission in charge of the Categorisation of Service Providers in the Building and Public Works sector to carry out, within the framework of the execution of its missions, any check on the veracity of declarations found in the candidature file submitted by the enterprise, in view of its participation in the Call for Candidatures No. _____.

In witness whereof this authorisation is issued to serve the purpose for which it is intended./-

Signature of the General Manager

**Please indicate the function*

(Letterhead of the company)

FORM 2: SUMMARY OF FILE DOCUMENTS

No.	DOCUMENTS	YES	NO
<i>Administrative file</i>			
<i>Compliance of the service provider with legal and regulatory provisions governing access to public procurement</i>			
	Stamped application on the official letterhead of the enterprise addressed to the Director General of the Public Contracts Regulatory Agency		
	Certificate of Non-Exclusion (CNE) from public contracts issued by ARMP		
	Clearance certificate issued by the National Social Insurance Fund (CNPS), indicating the payroll reported by the service provider over the last three financial years or since the set up of the enterprise, if the latter was created less than three years ago		
	Proof of solvency of less than ninety (90) days issued by the Court Registry of the place where the candidate's head office is located		
	Debt clearance certificate, attesting that the tax payer is in good standing with the tax administration		
	Copies of the Statistical and Tax Declaration of the last three (3) financial years or since the enterprise was created, if the latter was created less than three years ago		
	Location plan of the enterprise signed by its General Manager with pictures (external views) of the head office building attached		
<i>Administrative and technical structures, as well as share capital of the enterprise:</i>			
	True certified copy of the Certificate of registration in the Trade Register		
	Certificate of ownership and a receipt of payment of the property tax or lease contract		
<i>Technical file</i>			
<i>Personal technical equipment and logistics related to the activity sector of the service provider</i>			
	List of the enterprise's technical equipment and logistics with corresponding supporting documents attached according to form No. 5		
	Descriptive sheet of the technical and administrative sites (number and surface area of the offices at the head office building, and of branches if any)		
<i>Experience and references for services delivered in Cameroon</i>			
	Detailed list of services provided by the enterprise in the given activity sector over the last ten (10) years		
	Official reports of provisional or final acceptance		
	Copies of the essential pages (those relating to the subject, amount, identification of contractors) of contracts or agreements executed in the "Building and Urban Development" sub-sector		
<i>Qualification and experience of the permanent staff</i>			
	List of permanent supervisory and management staff, stating their professional skills in the the given domain, as well as required supporting documents		
<i>Level of compliance with Quality, Hygiene, Safety and Environment (QHSE) standards</i>			
	Curriculum vitae of the QHSE manager		
	List QHSE technical equipment and logistics		
<i>Level of compliance with the labour legislation in Cameroon</i>			
	Official report of elections of staff representatives		
	Third party liability insurance of the enterprise		
<i>Total number of documents</i>			

Signature of the General Manager

FORM 3: CANDIDATE IDENTIFICATION FORM

Name of the enterprise:

Head office address:

.....

Telephone:

Fax:

Website:

E-mail:

Corporate form: Ets ☐ LTD ☐ PLC ☐

Activities:

.....

.....

Date of creation: __ (dd) / __ (mm) / ____ (yyyy)

RCCM No.:

Tax payer No.:

Is the enterprise bound by a National or Professional Collective Agreement?

YES ☐ NO ☐

If YES, which one?

Does the enterprise have a third party liability insurance? YES ☐ NO ☐

Does the enterprise have staff representatives? YES ☐ NO ☐ If YES, how many?

Does the enterprise have an occupational hygiene and safety committee? YES ☐ NO ☐

Is the enterprise bound by an agreement with a medical centre or an occupational medical doctor? YES ☐ NO ☐

Does the enterprise hold a register of its staff medical checks? YES ☐ NO ☐

General Manager*:

Names and

Surnames:

Deputy General Manager:

Names and

Surnames:

Manager:**

Names and

Surnames:

**Make sure you indicate the function*

***If any*

Permanent staff of the enterprise (number)

Category	Men	Women
Senior staff		
Supervisory staff		
Executing staff		
Others		
TOTAL		

Turnover of the enterprise

Years	Amount (CFA F)
2016 financial year	
2015 financial year	
2014 financial year	

Description of the workplace

Offices	<input type="checkbox"/> Yes <input type="checkbox"/> No if Yes, Number: Surface: m ²
Workshops	<input type="checkbox"/> Yes <input type="checkbox"/> No if Yes, Number: Surface: m ²
Warehouses	<input type="checkbox"/> Yes <input type="checkbox"/> No if Yes, Number: Surface: m ²
Internal infirmary	<input type="checkbox"/> Yes <input type="checkbox"/> No
Fire fighting equipment	<input type="checkbox"/> Extinguishers <input type="checkbox"/> Sand boxes <input type="checkbox"/> Smoke detectors
Fire safety system and installations	<input type="checkbox"/> Automatic fire extinguishing system <input type="checkbox"/> Fire hose cabinet
Dustbins	<input type="checkbox"/> Yes <input type="checkbox"/> No if Yes, Number: Capacity: litres
Utilities	<input type="checkbox"/> Water <input type="checkbox"/> Facilities (WC, toilets, etc.) <input type="checkbox"/> Electricity <input type="checkbox"/> Telephone <input type="checkbox"/> Internet

Signature of the General Manager

(Letterhead of the company)

FORM 4: LIST OF PERMANENT MANAGEMENT AND SUPERVISORY STAFF

No.	NAME AND SURNAME	DIPLOMAS	EXPERIENCE	CURRENT POSITION	CONTRACT REFERENCE	CNPS REFERENCE

Note: *Amake sure you attach true certified or authenticated copies of certificates or diplomas, ID photocopies, CV and supporting documents for the experience mentioned.*

Signature of the General Manager

(Letterhead of the company)

FORM 5: LIST OF PERSONAL TECHNICAL EQUIPMENT AND LOGISTICS

No.	DESIGNATION	QUANTITY

Note: Make sure you attach true certified or authenticated copies of vehicle registration documents and receipts of other equipment and logistics.

Signature of the General Manager

(Letterhead of company)

FORM 6: LIST OF THE MOST RELEVANT REFERENCES FOR THE LAST 10 YEARS

No.	CRITERIA	SERVICE 1	SERVICE 2	SERVICE 3	SERVICE 4	SERVICE 5
1	Subject of contract					
2	Sources of financing					
3	Nature of services					
4	Project Owner					
5	Contract holder					
6	Amount including taxes					
7	Official report of provisional or final acceptance					
8	Additional clauses, if any					

Note: *Make sure you attach photocopies of the first and last pages of contracts concerned and other supporting documents (reports, etc.).*

Signature of the General Manager

2. EVALUATION SCALES

2.1-QUALIFICATION CRITERIA

No.	CRITERIA	SUB-CRITERIA			YES/NO	
1	Compliance of the service provider with the regulatory and statutory provisions of access to public procurement	Administrative file	1.1.1	Stamped application addressed to the Director General of ARMP		
			1.1.2	Certificate of Non-Exclusion from Public Procurement		
			1.1.3	Clearance certificate issued by the National Social Insurance Fund (CNPS), indicating the number of staff and the payroll reported by the service provider over the last three financial years or since the set up of the company, if the latter was created less than three (3) years ago		
			1.1.4	Proof of solvency of less than ninety (90) days issued by the Court Registry of the place where the candidate's head office is located		
			1.1.	Debt-clearance certificate		
			1.1.6	Two (2) copies of the Statistical and Tax Declaration of the last three (3) financial years or since the set up of the company, if the latter was created less than three (3) years ago		
			1.1.7	Location plan of the company signed by the General Manager with pictures (external views) of the head office building		
2	Administrative and technical structures, as well as share capital	2.1 Administrative, technical and financial aspects	2.1.1	True certified copy of registration in the Trade Register		
			2.1.	Ownership certificate(s) and a receipt of payment of property tax or the lease contract		
3	Personal technical equipment and logistics relating to the service provider's activity sector	3.1 Personal technical equipment and logistics owned by the company	3.1.1	Check the list of technical equipment and logistics in the smallest category of the sector concerned (building maintenance; general works; urban road works and rainwater drainage; development of public leisure and/or embellishment of spaces)		
4	Experience and references for services delivered in Cameroon	4.1 Enterprise's experience and references to be considered if it was incorporated less than three (3) years ago	4.1.1	Check the references in the smallest category of the sector concerned (building maintenance; general works; urban road works and rainwater drainage; development of public leisure and/or embellishment of spaces)		
5	Qualification and experience of the permanent staff	5.1 Permanent technical staff	Existence of the following permanent staff:			
			5.1.1	Check the technical staff list in the smallest category of the sector concerned (building maintenance; general works; urban road works and rainwater drainage; development of public leisure and/or embellishment of spaces)		
TOTAL						
(Note: The enterprise which obtains 100% of YES shall be declared qualified)					___YES/12	

2.2-CLASSIFICATION CRITERIA

2-2-1 BUILDING MAINTENANCE

CATEGORY	CRITERIA	SUB-CRITERIA		YES/NO	
B	1. Activity sector	1.1	Maintenance of a building of height above 9 floors or buildings with a total floor area of more than 10,000 m²		
	2. Administrative situation (cf. CNPS document)	2.1 Number of employees	Between one hundred and one (101) and two hundred (200) employees		
		2.2 Payroll	Not lower than 10% of the average turnover of the last three (3) years		
	3. Turnover	3.1	Annual turnover before tax higher than one billion (1,000,000,000) CFA F and not exceeding ten billion (10,000,000,000) CFA F		
	4. Permanent technical staff	4.1	1 Civil Engineer or equivalent (GCE A Level +3) +10 years of experience or (GCE A Level +5) +8 years of experience)		
		4.2	1 Senior Civil Engineering Technician or equivalent ((GCE A Level +2) +7 years of experience)		
		4.3	1 Civil Engineering Technician or equivalent (Civil engineering GCE A Level +7 years of experience)		
	5. Personal technical equipment and logistics	5.1	1 Metal scaffold of above 10m		
		5.2	1 welding equipment		
		5.3	1 concrete mixer 350 litres		
		5.4	1 elevator		
		5.5	1 pick-up		
		5.6	Offices space not less than 200 square metres		
	6. Level of compliance with QHSE Standards	6.1 Staff profile	1 QHSE Manager (GCE A Level +2 in Quality/Hygiene/Safety/Environment)		
		6.2 Equipment and logistics	6 sets of personal protective equipment (helmets, blouses, safety shoes and gloves)		
			1 set of collective protection equipment (triangle, cones, marking tape)		
		6.3 Organisation put in place	Existence of a Hygiene and Safety Committee that is operational and regulation compliant		
			Holding of the register of medical checks		
	7. Level of compliance with the labour legislation in force in Cameroon	7.1	Third party liability insurance		
		7.2	Official reports of the election of staff representatives		
	8. Maximum amount of contracts for which the service provider can bid	8.1 Threshold	20 billion		
	9. Experience in the provision of services concerned	9.1	Reference of a similar contract, worth at least 600 million or two (2) contracts with a cumulative value of 800 million or more, within the last ten (10) years.		
C	1. Activity sector	1.1	Maintenance of a building of height above 5 floors, not exceeding 9 floors or buildings with a total floor area of more than 5,000 m², not exceeding 10,000 m²		
	2. Administrative situation (cf. CNPS document)	2.1 Number of employees	Between twenty-one (21) and one hundred (100) employees		
		2.2 Payroll	Not lower than 10% of the average turnover for the last three (3) years		
	3. Turnover	3.1	Annual turnover before tax higher than one hundred million (100,000,000) CFA F and not exceeding one billion (1,000,000,000) CFA F		

CATEGORY	CRITERIA	SUB-CRITERIA		YES/NO	
C	4. Permanent technical staff	4.1	1 Senior Civil Engineering Technician or equivalent ((GCE A Level +2) +5 years of experience)		
		4.2	1 Civil Engineering Technician or equivalent (Specialised technical officer +5 years of experience)		
	5. Personal technical equipment and logistics	5.1	1 concrete mixer 150 litres		
		5.2	1 digital telemeter		
		5.3	1 electrical level		
		5.4	1 pick-up		
		5.5	2 vibrators and 2 needles		
		5.6	1 Grinder		
		5.7	Offices space not less than 80 square metres		
	6. Level of compliance with QHSE Standards	6.1 Equipment and logistics	3 sets of individual protection equipment (helmets, blouses, safety shoes, gloves)		
			1 set of collective protection equipment (triangle, cones, marking tape)		
		6.2 Organization put in place	Existence of a Hygiene and Safety Committee that is operational and regulation compliant		
	7. Maximum amount of contracts for which the service provider can bid	7.1 Threshold	2 billion		
	8. Experience in the provision of services concerned	8.1	Reference of a similar contract, worth at least 60 million or two (2) contracts with a cumulative value of 80 million or more, within the last ten (10) years.		
D	1. Activity sector	1.1	Maintenance of a building with at most 5 floors or buildings with a total floor area of at most 5,000 m²		
	2. Administrative situation (cf. CNPS document)	2.1 Number of employees	Between six (6) and twenty (20) employees		
		2.2 Payroll	Not lower than 10% of the average turnover for the last three (3) years		
	3. Turnover	3.1	Annual turnover before taxes above fifteen million (15,000,000) CFA F and not exceeding one hundred million (100 000 000) CFA F		
	4. Permanent technical staff	4.1	1 Civil Engineering Technician or equivalent (Civil engineering GCE A Level +3 years of experience)		
		4.2	1 Civil Engineering Technical Officer or equivalent (CAP in masonry +2 years of experience)		
	5. Personal technical equipment and logistics	5.1	3 wheel-barrows		
		5.2	1 concrete mixer 1/2 bags		
		5.3	1 vibrator with a needle		
		5.4	1 liaison vehicle		
		5.5	Offices space not less than 20 square metres		
	6. Level of compliance with QHSE standards	6.1 Equipment and logistics	2 sets of individual protection equipment (helmets, blouses, safety shoes, gloves)		
	8. Maximum amount of contracts for which the service provider can bid	8.1 Threshold	200 million		
	9. Experience in the provision of services concerned	9.1	Reference of a similar contract, worth at least 9 million or two (2) contracts with a cumulative value of 12 million or more, within the last ten (10) years.		
E	1. Activity sector	1.1	Maintenance of a building with at most 2 floors or buildings with a total floor area of at most 1500 m²		

CATEGORY	CRITERIA	SUB-CRITERIA		YES/NO	
	2. Administrative situation (cf. CNPS document)	2.1 Number of employees	At most five (5) employees		
		2.2 Payroll	Not lower than 10% of the average turnover for the last three (3) years		
	3. Turnover	3.1	Annual turnover before tax not exceeding fifteen million (15,000,000) CFA F		
	4. Permanent technical staff or promoter	4.1	1 Civil Engineering Technician or equivalent (CAP in masonry +2 years of experience)		
	5. Personal technical equipment and logistics	5.1	1 spirit level		
		5.2	3 shovels		
		5.3	1 hand drill		
		5.4	1 flask		
		5.5	1 set of individual protection equipment (helmets, blouses, safety shoes, gloves)		
		5.6	Office space not less than 12 square metres		
	6. Maximum amount of contracts for which the service provider can bid	6.1 Threshold	50 million		

2-2-2 GENERAL WORKS

A

CATEGORY	CRITERIA	SUB-CRITERIA		YES/NO	
A	1. Activity sector	1.1	Construction /rehabilitation of a building of above 9 floors or construction/rehabilitation of buildings with a total surface area of above 10,000m ²		
	2. Administrative situation (cf. CNPS document)	2.1 Number of employees	More than two hundreds (200) employees		
		2.2 Payroll	Not lower than 10% of the average turnover for the last three (3) years		
	3. Turnover	3.1	Annual turnover before taxes higher than 10,000,000,000 CFA F		
	4. Permanent technical staff	4.1	1 Architect/ Civil Engineer or equivalent (GCE A Level +3) + 10 years of experience or (GCE A Level +5) +8 years of experience or architect (GCE A Level +5) +8 years of experience)		
		4.2	1 Civil Engineer or equivalent (GCE A Level +3) + 10 years of experience or (GCE A Level +5) +8 years of experience)		
		4.3	1 Civil Engineer or equivalent (A level +3) +5 years of experience or (GCE A Level +5) +3 years of experience)		
		4.4	Electrical Engineer ((GCE A level +3) +10 years of experience or (GCE A Level +5) +8 years of experience)		
		4.5	1 Senior Technician in Civil Engineering or equivalent ((GCE A Level+2) +10 years of experience)		
		4.6	1 Technician specialised in coverings or equivalent (Civil engineering GCE A Level +10 years of experience)		
		4.7	1 Technician specialised in carpentry or equivalent (GCE A Level in carpentry +10 years of experience)		
		4.8	1 Technician specialised in sanitary plumbing or equivalent (GCE A Level in sanitary plumbing +10 years of experience)		
		4.9	1 Technician specialised in electricity or equivalent (GCE A Level in electricity +10 years of experience)		
	5. Personal technical equipment and logistics	5.1	1 Concrete mixer with elevator		
		5.2	1 Crane lift		
		5.3	1 Metal scaffold of above 10m		
		5.4	2 ten wheel dump trucks		
		5.5	1 welding equipment		
		5.6	1 pick-up		
		5.7	Offices surface area above or equal to 400 metres square		
	6. Level of compliance with QHSE Standards	6.1 Staff profile	1 QHSE Manager (GCE A Level +3 in Quality/ Hygiene / Safety/ Environment)	ok	
		6.2 Equipment and logistics	1 Internal infirmary or an existing Convention with a medical centre or a contract with an occupational medical doctor		
			10 sets of individual protection equipment (helmets, hearing protective helmet, respiratory protection mask, blouses, chasuble, safety shoes, gloves)		
			1 set of collective protection equipment (triangle, cones, marking tape)		
		6.3 Organisation put in place	Existence of a Hygiene and Safety Committee that is operational and regulation compliant		
			Holding of register of medical checks		
	7. Level of compliance with labour legislation in	7.1	Third party liability insurance		
		7.2	Official report of the elections of staff representatives		

CATEGORY	CRITERIA	SUB-CRITERIA		YES/NO	
A	force in Cameroon				
	8. Maximum amount of contracts for which the service provider can bid	8.1 Threshold	Unlimited		
	9. Experience in the provision of services concerned	9.1	Reference of a similar contract, worth at least 6 million or two (2) contracts with a cumulative value of 8 billion or more, within the last ten (10) years		
B	1. Activity sector	1.1	Construction /rehabilitation of a building of height above 5 floors, not exceeding 9 floors or construction/rehabilitation of buildings with a total surface area of above 5,000m², not exceeding 10,000m²		
	2. Administrative situation (cf. CNPS document)	2.1 Number of employees	Between one hundred and one (101) and two hundred (200) employees		
		2.2 Payroll	Not lower than 10% of the average turnover for the last three (3) years		
	3. Turnover	3.1	Annual turnover before taxes higher than one billion (1,000,000,000) CFA F and not exceeding ten billion (10,000,000,000) CFA F		
	4. Permanent technical staff	4.1	1 Architect/Civil Engineer or equivalent (GCE A Level +3) + 10 years of experience or (GCE A Level +5) +8 years of experience or architect (A Level +5) +8 years of experience)		
		4.2	1 Civil Engineer or equivalent (GCE A Level +3) +10 years of experience or (GCE A Level +5) +8 years of experience)		
		4.3	1 Electrical engineer (GCE A Level +3) +7 years of experience or (GCE A Level +5) +5 years of experience)		
		4.4	1 Civil Engineering Senior Technician or equivalent ((GCE A Level+2) +10 years of experience)		
		4.5	1 Technician specialized in coverings or equivalent (civil engineering GCE A Level +7 years of experience)		
		4.6	1 Technician specialized in carpentry or equivalent (GCE A Level in carpentry +7 years of experience)		
		4.7	1 Technician specialized in sanitary plumbing or equivalent (GCE A Level in sanitary plumbing+7 years of experience)		
		4.8	1 Technician specialized in electricity or equivalent (GCE A Level in electricity +7 years of experience)		
	5. personal technical equipment and logistics	5.1	1 concrete mixer 350 litres		
		5.2	1 elevator		
		5.3	1 ten wheel dump truck		
		5.4	1 tamping rammer		
		5.5	1 pick-up		
		5.6	Offices space not less than 200 square metres		
	6. Level of compliance with QHSE Standards	6.1 Staff profile	1 QHSE Manager (GCE A Level +2 in Quality/ Hygiene / Safety/ Environment)		
		6.2 Equipment and logistics	1 Internal infirmary or an existing Convention with a medical centre or a contract with an occupational medical doctor		
			6 sets of individual protection equipment (helmets, blouses, safety shoes, gloves)		
			1 set of collective protection equipment (triangle, cones,		

CATEGORY	CRITERIA	SUB-CRITERIA		YES/NO	
B			marking tape)		
		Organisation put in place	Existence of a Hygiene and Safety committee that is operational and regulation compliant		
			Holding of register of medical checks		
	7. Level of compliance with the labour legislation in force in Cameroon	7.1	Third-party liability insurance		
		7.2	Official report of elections of staff representatives		
	8. Maximum amount of contracts for which the service provider can bid	8.1 Threshold	20 billion		
C	9. Experience in the provision of services concerned	9.1	Reference of a similar contract, worth 600 million or two (2) contracts with a cumulative value of 800 million or more, within the last ten (10) years.		
	1. Activity sector	1.1	<i>Construction /rehabilitation of a building of height above 3 floors, not exceeding 5 floors or construction/rehabilitation of buildings with a total surface area of above 2500m², not exceeding 5000m²</i>		
	2. Administrative situation (cf. CNPS document)	2.1 Number of employees	Between twenty-one (21) and one hundred (100) employees		
		2.2 Payroll	Not lower than 10% of the average turnover for the last three (3) years		
	3. Turnover	3.1	Annual turnover before taxes higher than one hundred million (100,000,000) CFA F and not exceeding one billion (1,000,000,000) CFA F		
	4. Permanent technical staff	4.1	1 Civil Engineer or equivalent (GCE A Level+3) +7 years of experience or (GCE A Level+5) +5 years of experience)		
		4.2	1 Civil Engineering Technician or equivalent (GCE A Level+5 years of experience)		
		4.3	1 Civil Engineering Technical Officer or equivalent (CAP in masonry +5 years of experience)		
	5. Personal technical equipment and logistics	5.1	1 concrete mixer 150 litres		
		5.2	1 digital telemeter		
		5.3	1 electrical level		
		5.4	1 pick-up		
		5.5	2 vibrators and 2 needles		
		5.6	Offices space not less than 80 square metres		
	6. Level of compliance with QHSE Standards	6.1 Equipment and logistics	1 Internal infirmary or an existing Convention with a medical centre or a contract with an occupational medical doctor		
			3 sets of individual protection equipment (helmets, blouses, safety shoes, gloves)		
			1 set of collective protection equipment (triangle, cones, marking tape)		
		6.2 Organisation put in place	Existence of a Hygiene and Safety Committee		
	7. Level of compliance with	7.1	Holding of register of medical checks		
			Third-party liability insurance		
		7.2	Official report of elections of staff representatives		

CATEGORY	CRITERIA	SUB-CRITERIA		YES/NO	
C	labour legislation in force in Cameroon				
	8. Maximum amount of contracts for which the service provider can bid	8.1 Threshold	2 billion		
	9. Experience in the provision of services concerned	9.1	Reference of a similar contract, worth at least 60 million or two (2) contracts with a cumulative value of 80 million or more, within the last ten (10) years.		
D	1. Activity sector	1.1	<i>Construction / rehabilitation of a building of at most 2 floors and /or a total surface area between 1000 and 15000 m²</i>		
	2. Administrative situation (cf. CNPS document)	2.1 Number of employees	Between six (6) and twenty (20) employees		
		2.1 Payroll	Not lower than 10% of the average turnover for the last three (3) years		
	3. Turnover	3.1	Annual turnover before taxes above fifteen million (15,000,000) CFA F and not exceeding one hundred million (100,000,000) CFA F		
	4. Permanent technical staff	4.1	1 Senior Civil Engineering Technician or equivalent (GCE A Level +3 years of experience)		
		4.2	1 Civil Engineering Technician or equivalent (Specialized technician +2 years of experience)		
	5. Personal technical equipment and logistics	5.1	3 wheel-barrows		
		5.2	1 concrete mixer 1/2 bags		
		5.3	1 vibrator with a needle		
		5.4	1 liaison vehicle		
		5.5	Offices space not less than 20 square metres		
	6. Level of compliance with QHSE Standards	6.1 Equipment and logistics	2 sets of individual protection equipment (helmets, blouses, safety shoes, gloves)		
	7. Maximum amount of contracts for which the service provider can bid	7.1 Threshold	200 million		
	8. Experience in the provision of services concerned	8.1	Reference of a similar contract, worth at least 9 million or two (2) contracts with a cumulative value of 12 million or more, within the last ten (10) years.		
E	1. Activity sector	1.1	<i>Construction/ rehabilitation of a simple building of less than 1000m² surface area</i>		
	2. Administrative situation (cf. CNPS document)	2.1 Number of employees	At most five (5) employees		
		2.2 Payroll	Not lower than 10% of the average turnover of the last three (3) years		
	3. Turnover	3.1	Annual turnover before tax not exceeding fifteen million (15,000,000) CFA F		
	4. Permanent	4.1	1 Civil Engineering Technician or equivalent (CAP in		

CATEGORY	CRITERIA	SUB-CRITERIA		YES/NO	
	technical staff or promoter		masonry +2 years of experience)		
	5. Personal technical equipment and logistics	5.1	1 spirit level		
		5.2	3 shovels		
		5.3	1 hand drill		
		5.4	1 flask		
		5.5	1 lot of individual protection equipment (helmets, blouses, safety shoes, gloves)		
		5.6	Office space not less than 12 square metres		
	6. Maximum amount of contracts for which the service provider can bid	6.1 Threshold	50 million		

2-2-5 URBAN DEVELOPMENT

CATEGORY	CRITERIA	SUB-CRITERIA		YES/NO	
A	1. Activity sector	1.1	Construction of fast urban roads coated with furnished and/or grade separated junctions, construction of primary drains with utility water crossing over 7.5 m span		
	2. Administrative situation (cf. CNPS document)	2.1 Number of employees	More than two hundreds (200) employees		
		2.2 Payroll	Not lower than 10% of the average turnover of the last three (3) years		
	3. Turnover	3.1	Annual turnover before taxes higher than 10,000,000,000 CFA F		
	4. Permanent technical staff	4.1	1 Civil Engineer expert in Roads and Services or equivalent ((GCE A Level+3) +10 years of experience or (GCE A Level +5) +8 years of experience)		
		4.2	1 Civil Engineer expert in earthworks or equivalent ((GCE A level+3) +10 years of experience or (GCE A Level+5) +8 years of experience)		
		4.3	1 Civil Engineer or equivalent (GCE A Level+3) +5 years of experience or (GCE A Level +5) +3 years of experience)		
		4.4	1 Surveys Engineer (GCE A Level+3) +10 years of experience or (A Level+5) +8 years of experience)		
		4.5	1 Civil Engineering Senior Technician or equivalent ((GCE A Level+2) +10 years of experience)		
		4.6	1 Civil Engineering Senior Technician expert in Roads and Services or equivalent ((GCE A Level +2)+10 years of experience)		
		4.7	1 Civil Engineering Technician expert in Roads and Services or equivalent (10 years of experience)		
		4.8	1 Civil Engineering Technician expert in Roads and Services or equivalent (8 years of experience)		
	5. Personal technical equipment and logistics	5.1	1 Asphalt plant		
		5.2	1 Crushing station		
		5.3	2 Bulldozers		
		5.4	2 Graders		
		5.5	2 Loading shovels		
		5.6	Compactors (1 pneumatic tyred roller and 1 vibrating roller compactor)		
		5.7	2 Tankers		
		5.8	3 Concrete mixers		
		5.9	4 Dump trucks (20 tones minimum capacity)		
		5.10	2 Vibrating needles		
		5.11	50 Metal scaffolds		
		5.12	2 Manual compactors	-	
		5.13	2 Motor pumps		
		5.14	3 Liaison vehicles		
		5.15	1 Topographic equipment (total station, levelling rod)		
		5.16	1 Geotechnical equipment (Proctor mould and rammer, concrete test hammer, CBR compression machine, set of sieves, concrete compression machine, concrete test piece)	-	
		5.17	Office space not less than 400 square metres		
	6. Level of	6.1 Staff	1 QHSE Manager (GCE A Level +3 in Quality/		

CATEGORY	CRITERIA	SUB-CRITERIA		YES/NO	
A	compliance with QHSE Standards	profile	Hygiene / Safety/ Environment)		
		6.2 Equipment and logistics	1 Internal infirmary or an existing Convention with a medical centre or a contract with an occupational medical doctor		
			10 sets of personal protective equipment (helmets, blouses, safety shoes and gloves)		
			1 set of collective protection equipment (triangle, cones, marking tape)		
		6.3 Organisation put in place	Existence of a Hygiene and Safety Committee that is operational and regulation compliant		
			Holding of the medical checks register		
	7. Level of compliance with labour legislation in force in Cameroon	7.1	Third party liability insurance		
		7.2	Official report of the elections of staff representatives	-	-
	8. Maximum amount of contracts for which the service provider can bid	8.1 Threshold	Unlimited		
	9. Experience in the provision of services concerned	9.1	Reference of a similar contract, worth at least 6 billion or two (2) contracts with a cumulative value of 8 billion or more, within the last ten (10) years		
B	1. Activity sector	1.1	-Construction, rehabilitation of coated primary urban roads (penetrating road) or maintenance of coated urban roads Construction of the primary drains with utility water crossings between 7.5 and 5 m range with junctions, drains with range between 7.5 and 5 m		
	2. Administrative situation (cf. CNPS document)	2.1 Number of employees	Between one hundred and one (101) and two hundred (200) employees		
		2.2 Payroll	Not lower than 10% of the average turnover of the three (3) last years		
	3. Turnover	3.1	Annual turnover before taxes higher than one billion (1,000,000,000) CFA F and not exceeding ten billion (10,000,000,000) CFA F		
	4. Permanent technical staff	4.1	1 Civil Engineer or equivalent (GCE A level +3) +7 years of experience or (GCE A Level +5) +5 years of experience)		
		4.2	1 Civil Engineer expert in earthworks or equivalent (GCE A level +3) +7 years of experience or (GCE A Level +5) + 5 years of experience)		
		4.3	1 Civil Engineer or equivalent (GCE A Level+3) +5 years of experience or (GCE A Level +5) +3 years of experience)		
		4.4	1 Topography engineer ((GCE A level+3) +7 years of experience or (GCE A Level+5) +5 years of experience)		
		4.5	1 Senior Civil Engineering Technician or equivalent ((GCE A Level+2) +7 years of experience)		
		4.6	1 Civil Engineering Technician expert in Roads and Services or equivalent (7 years of experience)		
	5. Personal technical equipment and logistics	5.1	1 Asphalt plant		
		5.2	1 Crushing station		
		5.3	1 Bulldozer		
		5.4	1 Grader		

CATEGORY	CRITERIA	SUB-CRITERIA		YES/NO	
B		5.5	1 Loading shovel		
		5.6	1 Compactor		
		5.7	1 Tank truck		
		5.8	2 Concrete mixers		
		5.9	2 Dump trucks (maximal capacity of 20 tons)		
		5.10	1 Vibrating needle		
		5.11	25 Metal scaffolds		
		5.12	2 Manual compactors		
		5.13	1 Motor pump		
		5.14	3 Liaison vehicles		
		5.15	1 Topographic equipment (total station, levelling rod)		
		5.16	1 Geotechnical equipment (Proctor mould and rammer, concrete test hammer, CBR compression machine, set of sieves, concrete compression machine, concrete test piece)		
		5.17	Offices space not less than 200 square metres		
	6. Level of compliance with QHSE Standards	6.1 Staff profile	1 QHSE Manager (GCE A Level+2 in Quality/ Hygiene / Safety/ Environment)		
		6.2 Equipment and logistics	1 Internal infirmary or an existing Convention with a medical centre or a contract with an occupational physician		
			6 sets of personal protective equipment (helmets, blouses, safety shoes and gloves)		
			1 set of collective protection equipment (triangle, cones, marking tape)		
		6.3 Organisation set up	Existence of a Hygiene and Safety Committee that is operational and regulation compliant		
	7. Level of compliance with labour legislation in force in Cameroon	Holding of register of medical checks			
		7.1	Third party liability insurance		
		7.2	Official report of elections of staff representatives		
	8. Maximum amount of contracts for which the service provider can bid	8.1 Threshold	20 billion		
	9. Experience in the provision of services concerned	9.1	Reference of a similar contract, worth 600 million or two (2) contracts with a cumulative value of 800 million or more, within the last ten (10) years.		
C	1. Activity sector	1.1	<i>-Opening and/or maintenance of tertiary earthen roads -Maintenance of urban roads coated with surface dressing highly labour-intensive construction of tertiary roads and footpaths -Construction or rehabilitation of primary drains, crossings ranging between 5m and 2,5m</i>		
	2. Administrative situation (cf. CNPS document)	2.1 Number of employees	Between twenty-one (21) and one hundred (100) employees		
		2.2 Payroll	Not lower than 10% of the average turnover of the three (3) last years		
	3. Turnover	3.1	Annual turnover before taxes higher than one hundred million (100,000,000) CFA F and not exceeding one billion (1,000,000,000) CFA F		
	4. Permanent technical staff	4.1	1 Civil Engineer expert in Roads and Services or equivalent ((GCE A Level+3) +7 years of experience or		

CATEGORY	CRITERIA	SUB-CRITERIA		YES/NO	
C			(GCE A Level)+5) +5 years of experience		
		4.2	1 Advanced civil engineering/topographical technician or equivalent ((GCE A Level+2) +5 years of experience)		
		4.3	1 Civil engineering technician expert in Roads and Services/topography or equivalent (+5 years of experience)		
	5. Personal technical equipment and logistics	5.1	1 Tamping rammer		
		5.2	1 Concrete mixer		
		5.3	1 Dump truck (maximal capacity of 20 tons)		
		5.4	1 Vibrating needle		
		5.5	1 Manual compactor		
		5.6	1 Liaison vehicle		
		5.7	1 Small topographic equipment (water level, flask, twine, square, theodolite)		
		5.8	1 Geotechnical equipment (mould, set of sieves, concrete test piece)		
		5.9	Offices space not less than 80 square metres		
	6. Level of compliance with QHSE Standards	6.1 Equipment and logistics	3 sets of personal protective equipment (helmets, blouses, safety shoes and gloves)		
			1 set of collective protection equipment (triangle, cones, marking tape)		
			1 Internal infirmary or an existing Convention with a medical centre or a contract with an occupational medical doctor		
		6.2 Organisation set up	Existence of a Hygiene and Safety Committee		
			Holding of register of medical checks		
	7. Level of compliance with labour legislation in force in Cameroon	7.1	Third party liability insurance		
		7.2	Official report of elections of staff representatives		
	8. Maximum amount of contracts for which the service provider can bid	8.1 Threshold	2 billion		
	9. Experience in the provision of services concerned	9.1	Reference of a similar contract, worth at least 60 million or two (2) contracts with a cumulative value of 80 million or more, within the last ten (10) years.		
C	1. Activity sector	1.1	Construction of a leisure space with playgrounds, restaurant room, footpath and/or junctions with roundabout. : Leisure space > 1,5 ha or wooded area with a surface > 10 ha /junctions constructed with more than 5 diffusers		
	2. Administrative situation (cf. CNPS document)	2.1 Number of employees	Between twenty-one (21) and one hundred (100) employees		
		2.2 Payroll	Not lower than 10% of the average turnover of the three (3) last years		
	3. Turnover	3.1	Annual turnover before taxes higher than one hundred million (100,000,000) CFA F and not exceeding one billion (1,000,000,000) CFA F		
	4. Permanent technical staff	4.1	1 Civil Engineer expert in Roads and Services or equivalent ((GCE A Level +3) +7 years of experience or (GCE A Level +5) +5 years of experience		
		4.2	1 Senior civil engineering Technician/topographical technician/landscape architect or equivalent ((GCE A		

CATEGORY	CRITERIA	SUB-CRITERIA		YES/NO	
C			Level +2) 5 years of experience)		
		4.3	1 Civil Engineering Technician expert in Roads and services/topographical technician/landscape architect or equivalent (Civil engineering GCE A Level +5 years of experience)		
	5. Personal technical equipment and logistics	5.1	1 Tamping rammer		
		5.2	1 Concrete mixer		
		5.3	1 Vibrating needle		
		5.4	1 Manual compactor		
		5.5	1 Liaison vehicle		
		5.6	1 Small topographic equipment (water level, flask, twine, square, theodolite)		
		5.7	1 Geotechnical equipment (mould, set of sieves, concrete test piece)		
		5.8	Offices space not less than 80 square metres		
	6. Level of compliance with QHSE Standards	6.1 Equipment and logistics	3 sets of personal protective equipment (helmets, blouses, safety shoes and gloves)		
			1 set of collective protection equipment (triangle, cones, marking tape)		
			1 Internal infirmary or an existing Convention with a medical centre or a contract with an occupational medical doctor		
		6.2 Organisation set up	Existence of a Hygiene and Safety Committee		
			Holding of the medical checks register		
	7. Level of compliance with labour legislation in force in Cameroon	7.1	Third party liability insurance		
		7.2	Official reports of elections of staff representatives		
	8. Maximum amount of contracts for which the service provider can bid	8.1 Threshold	2 billion		
	9. Experience in the provision of services concerned	9.1	Reference of a similar contract, worth at least 60 million or two (2) contracts with a cumulative value of 80 million or more, within the last ten (10) years.		
D	1. Activity sector	1.1	-Opening of earthen roads, -Construction of works (box culvert/nozzle, gutters), ranging between 2,5 and 1,5m -Opening and/or maintenance of tertiary earthen roads -Maintenance of urban roads coated with surface dressing highly labour-intensive construction of tertiary roads and footpaths -Construction or rehabilitation of primary drains		
	2. Administrative situation (cf. CNPS document)	2.1 Number of employees	Between six (6) and twenty (20) employees		
		2.1 Payroll	Not lower than 10% of the average turnover of the three (3) last years		
	3. Turnover	3.1	Annual turnover before taxes above fifteen million (15,000,000) CFA F and not exceeding one hundred million (100,000,000) CFA F		
	4. Permanent technical staff	4.1	1 Senior civil engineering Technician/topographical technician/landscape architect or equivalent ((GCE A Level +2) +3 years of experience)		
		4.2	1 Civil engineering Technician expert in Roads and		

CATEGORY	CRITERIA	SUB-CRITERIA		YES/NO	
D			Services/landscape architect or equivalent (2 years of experience)		
	5. Personal technical equipment and logistics	5.1	1 Concrete mixer		
		5.2	1 Vibrating needle		
		5.3	1 Manual compactor		
		5.4	1 Small topographic equipment (water level, flask, twine, square, GPS)		
		5.5	1 Small geotechnical equipment (wheel-barrows, buckets, sieves)		
		5.6	Office space not less than 20 square metres		
	6. Level of compliance with QHSE Standards	6.1 Equipment and logistics	2 sets of personal protective equipment (helmets, blouses, safety shoes and gloves)		
			1 set of collective protection equipment (triangle, cones, marking tape)		
	7. Maximum amount of contracts for which the service provider can bid	7.1 Threshold	200 million		
	8. Experience in the provision of services concerned	8.1	Reference of a similar contract, worth at least 9 million or two (2) contracts with a cumulative value of 12 million or more, within the last ten (10) years.		
D	1. Activity sector	1.1	-Construction of leisure spaces of less than 1.5 ha, junction of more than 3 diffusers -Construction of wooded spaces of 10 ha and more		
	2. Administrative situation (cf. CNPS document)	2.1 Number of employees	Between six (6) and twenty (20) employees		
		2.1 Payroll	Not lower than 10% of the average turnover of the three (3) last years		
	3. Turnover	3.1	Annual turnover before taxes above fifteen million (15,000,000) CFA F and not exceeding one hundred million (100,000,000) CFA F		
	4. Permanent technical staff	4.1	1 Senior Civil Engineering Technician/Topographical Technician/Landscape Architect or equivalent ((GCE A Level +2) +3 years of experience)		
		4.2	1 Civil engineering Technician expert in Roads and Services/landscape architect or equivalent (CAP in masonry +2 years of experience)		
	5. Personal technical equipment and logistics	5.1	1 Concrete mixer		
		5.2	1 Vibrating needle		
		5.3	1 Manual compactor		
		5.4	1 Small topographic equipment (water level, flask, twine, square, GPS)		
		5.5	1 Small geotechnical equipment (wheel-barrows, buckets, sieves)		
		5.6	Office space not less than 20 square metres		
	6. Level of compliance with QHSE Standards	6.1 Equipment and logistics	2 sets of personal protective equipment (helmets, blouses, safety shoes and gloves)		
			1 Lot of collective protection equipment (triangle, cones, marking tape)		
	7. Maximum amount of contracts for which the service provider can bid	7.1 Threshold	200 million		
	8. Experience in the provision of	8.1	Reference of a similar contract, worth at least 9 million or two (2) contracts with a cumulative value of 12		

CATEGORY	CRITERIA	SUB-CRITERIA		YES/NO	
	services concerned		million or more, within the last ten (10) years.		
E	1. Activity sector	1.1	Construction of ditches/small utility crossings (nozzles, box culvert, etc.), drainage works de drainage with a range of less than 1,5 m		
	2. Administrative situation (cf. CNPS document)	2.1 Number of employees	At most five (5) employees		
		2.2 Payroll	Not lower than 10% of the average turnover of the three (3) last years		
	3. Turnover	3.1	Annual turnover before taxes not exceeding fifteen million (15,000,000) CFA F		
	4. Permanent technical staff or promoter	4.1	1 Civil engineering Technical Officer expert in Roads and Services/landscape architect or equivalent (CAP in masonry + 2 years of experience)		
	5. Personal technical equipment and logistics	5.1	1 Small surveys equipment (water level, flask, twine, square)		
		5.2	1 Small geotechnical equipment (wheel-barrows, buckets, sieves)		
		5.3	1 Set of small equipment (pickaxe, shovels, hammers, nail puller, water level)		
		5.4	1 Lot of individual protection equipment (helmets, blouses, safety shoes, gloves)		
		5.5	Office space not less than 12 square metres		
	6. Maximum amount of contracts for which the service provider can bid	6.1 Threshold	50 million		
E	1. Activity sector	1.1	Construction of junctions and public square, tree planting along key arteries, construction of leisure spaces of less than 1,000 m²		
	2. Administrative situation (cf. CNPS document)	2.1 Number of employees	At most five (5) employees		
		2.2 Payroll	Not lower than 10% of the average turnover of the last three (3) years		
	3. Turnover	3.1	Annual turnover before taxes not exceeding fifteen million (15,000,000) CFA F		
	4. Permanent technical staff or promoter	4.1	1 Civil engineering Technician expert in Roads and Services/landscape architect or equivalent (CAP in masonry + 2 years of experience)		
	5. Personal technical equipment and logistics	5.1	1 Small topographic equipment (water level, flask, twine, square)		
		5.2	1 Small geotechnical equipment (wheel-barrows, buckets, sieves)		
		5.3	1 Set of small equipment (pickaxe, shovels, hammers, nail puller, water level)		
		5.4	1 Lot of individual protection equipment (helmets, blouses, safety shoes, gloves)		
		5.5	Office space not less than 12 square metres		
	6. Maximum amount of contracts for which the service provider can bid	6.1 Threshold	50 million		