

DOCUMENT NO. 9:
FORMS AND MODELS TO BE USED

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ANNEX NO. A1: MODEL BID LETTER

I, the undersigned _____ [*indicate the name and capacity of signatory*]

Representing the _____ company or enterprise or group with head office at _____ registered in the trade register of _____ under the number No _____

Having taken cognisance of all the documents featured or mentioned in the Tender File:

URGENT OPEN INTERNATIONAL INVITATION TO TENDER NO 033/CDC/GOP/T.B/10 FOR THE SUPPLY OF AGRICULTURAL TOOLS FOR PALM ESTATES OF CAMEROON DEVELOPMENT CORPORATION

- I pledge to execute the supplies within a deadline ofmonths.
- Rebates and the modalities of application of the said rebates shall be the following:

The Contracting Authority shall pay the sums due for this contract by way of cheque in the name of P.O BOX....., 90 days end of month after delivery.

Prior to the signing of the contract, this tender accepted by you shall constitute an agreement between us.

Signature
of.....in
the capacity
of.....duly
authorised to sign the
tenders on behalf
of¹.....

¹ Attach the Power of Attorney

ANNEX NO. A2: MODEL BID LETTER

I, the undersigned _____ [*indicate the name and capacity of signatory*]

Representing the _____ company or enterprise or group with head office at _____ registered in the trade register of _____ under the number No _____

Having taken cognisance of all the documents featured or mentioned in the Tender File:

URGENT OPEN INTERNATIONAL INVITATION TO TENDER NO 033/CDC/GOP/T.B/10 FOR THE SUPPLY OF AGRICULTURAL TOOLS FOR PALM ESTATES OF CAMEROON DEVELOPMENT CORPORATION

- Submit and commit myself to execute the supplies in accordance with the Tender File, in return for the prices which I myself establish for each type of items which prices reveal the amount of the tender _____ at _____ [*in figures and words*] CFA francs exclusive of VAT and at _____ CFA francs Inclusive of all Taxes. [*In figures and words*].
- I pledge to execute the supplies within a deadline ofmonths.
- Rebates and the modalities of application of the said rebates shall be the following:

The Contracting Authority shall pay the sums due for this contract by way of cheque in the name of P.O BOX....., 90 days end of month after delivery.

Prior to the signing of the contract, this tender accepted by you shall constitute an agreement between us.

Signature
of.....in
the capacity
of.....duly
authorised to sign the
tenders on behalf
of².....

² Attach the Power of Attorney

ANNEX NO. 2: MODEL BID BOND

Addressed to *The General Manager Cameroon Development Corporation (CDC)*
"Contracting Authority"

Whereas the supplier _____ hereinafter referred to as the "bidder" has submitted his tender on _____ for the supply of **Agricultural Tools** for CDC Group Palms as per Tender No 033 /CDC/GOP/T.B/10 hereinafter referred to as "the tender" and to which must be attached a **bid bonds** equivalent to **600 Euros (400,000 FCFA) for lot one** and **400Euros (288,000FCFA)** for lot two and **360 Euros (240,000 FCFA) for lot three**.

We _____ [*name and address of the bank*], represented by _____ [*names of signatories*], hereinafter referred to as "the bank" hereby declare to guarantee payment to the Contracting Authority of the maximum sum that the bank pledges to pay in full to the Contracting Authority, binding itself, its successors and assignees.

The conditions of this commitment are as follows:

If the bidder withdraws his tender during the validity period specified by him in the tender;

Or

If the bidder, having been notified of the award of the contract by the Contracting Authority during the validity period:

- Fails or refuses to sign the contract, even though required to do so;
- Fails or refuses to furnish the final bond for the contract (final bond) as provided for by the contract;

We pledge to pay to the Contracting Authority an amount up to the maximum of the sum referred to above upon reception of the his first written request, without the Contracting Authority having to justify his request, given, however, that in his request the Contracting Authority shall note that he is due the amount he is claiming because one or the other or both of the above condition(s) has (have) been fulfilled and he shall specify which condition(s) took effect.

This bond shall enter into force from the date of signature and from the date set by the Contracting Authority for the submission of tenders. It shall remain valid up till the thirtieth day inclusive following the end of the deadline for the validity of tenders. Any request by the Contracting Authority to cause it to take effect should reach the bank by registered mail with an acknowledgement of receipt before the end of this period of validity.

This bond shall, for purposes of its interpretation, be submitted to Cameroon law. Cameroon courts shall be the only jurisdictions competent to rule on this commitment and its consequences.

Signed and authenticated by the bank at _____, on _____
[Bank's signature]

ANNEX NO. 3: MODEL OF FINAL BOND

Bank: reference, _____

Address to The General Manager CDC herein after referred to as the Contracting Authority

Whereas the supplier _____ hereinafter referred to as the "Supplier" has committed himself to execute the supplies in contract No. _____ for the supply of **Agricultural Tools** for CDC Group Palm Estates. Wherefore the it is provided for in the contract that the Supplier shall furnish the Contracting Authority with a final bond equal to 25% of the contract amount as guarantee for proper execution of the supplies,

Whereas we have agreed to provide the supplier with the said bond,
We represented by (name and signature) hereinafter referred to as the Bank, engages to pay to The Contracting Authority within 8 weeks upon a simple written application declaring that the Supplier has not satisfactorily executed the contract the sum of FCFA. (amount in figures and in words)

We equally engage that we shall also remain bind to the Contracting Authority in spite of any changes that is regularly effected on the contract.

This final bond becomes effective and binding upon its signature and once the Contracting Authority notifies the contract to the Supplier. It shall be liberated within 5 days after the completion of the supplies.

Beyond this period the bond becomes null and should be returned to us without our asking.

All requests for payment by the Contracting Authority in relation to this bond should be made by registered mail with prove of service addressed to the Bank within the period of validity.

The applicable law and jurisdiction shall be those of the Republic of Cameroon.

Signed and authenticated by the bank at _____ on _____

Signature of the bank

ANNEX NO. 4: MODEL OF START-OFF ADVANCE BOND

Bank: reference,
address_____

We, the undersigned, (bank, address) hereby declare by the present to guarantee on behalf of _____
[*the holder*] to the benefit of the Contracting Authority [*address of the Contracting Authority*] (*the beneficiary*)

The payment, without contest and upon receipt of the first written request by the beneficiary, declaring that _____ [*the holder*] has not fulfilled his obligations relating to the reimbursement of the start-off advance according to the terms of contract No. _____ of _____ relating to the supplies of **Agricultural Tools** for CDC Palm Estates of the total sum corresponding to the advance of *thirty (30) %* of the amount inclusive of all taxes of contract No. _____, payable upon notification of the corresponding Administrative Order that is, _____ CFA francs.

This bond shall enter into force and shall take effect upon reception of the respective parts of this advance into the accounts of _____ [*the holder*] opened in the _____ bank under No. _____.

This bond shall remain in force up till the reimbursement of the advance in accordance with the SAC. However, the amount of the guarantee shall be proportionately reduced on the progressive reimbursement of the advance.

The applicable law and jurisdiction shall be those of the Republic of Cameroon.

Signed and authenticated by the bank at _____ on _____

Signature of the bank

ANNEXTURE NO. 6: SCHEDULE OF DELIVERY

S/N				