

The Democratic Republic of Algeria
People's Democratic Republic of Algeria Ministry of
Higher Education and Scientific Research Mouloud Mammeri
University of Tizi-Ouzou Faculty of Letters and Languages



Consultation Notice No. 08/FLL/UMMTO/2025 Chapter:
22/12- Article 01
Chapter: 22/22- Article 01

Concerning the acquisition of office equipment and furniture and educational furniture for the Faculty of Letters and Languages of Mouloud Mammeri University of Tizi-Ouzou

The Faculty of Letters and Languages of Mouloud Mammeri University of Tizi-Ouzou is launching a consultation for the acquisition of office equipment and furniture, and educational furniture within the framework of the 2025 operating budget. The specifications are structured into three lots:

- Lot 01: Office equipment and furniture
- Lot 02: Acquisition of conference chairs
- Lot 03: Acquisition of metal shelving

The call for consultation notice will be posted publicly and online on the website of Mouloud MAMMERI University of Tizi-Ouzou (www.ummt0.dz)

Interested and qualified bidders in the field are invited to collect the specifications from the secretariat of the dean's office of the Faculty of Arts and Languages of Mouloud MAMMERI University of Tizi-Ouzou.

Bids must include an application file, a technical offer, and a financial offer. Each bid is placed in a sealed envelope, indicating the reference and purpose of the consultation as well as the words "application" and "technical" and "financial," or, as the case may be. The three envelopes are placed in another anonymous envelope, bearing the words: "TO BE OPENED ONLY BY THE ENTRY OPENING AND TENDER EVALUATION COMMITTEE" addressed to:

Madam Dean of the Faculty of Letters and Languages
Consultation No. 08/FLL/UMMTO/2025
Concerning the acquisition of office equipment and furniture and educational furniture

The file must include:

A/ Application file:

- ✓ Application declaration duly completed, signed, dated, and sealed.
- ✓ Declaration of probity duly completed, signed, dated, and sealed.
- ✓ Any document allowing the assessment of the capabilities of candidates, bidders, or, where applicable, subcontractors:
 - Technical capacity: human and material resources and professional references (List of personnel available to the company and their specializations, List of equipment in possession with supporting documents (purchase invoices), and a CNAS declaration attesting to the number of employees employed, accompanied by a listing approved by the CNAS, which includes the entry and exit dates of employees, trade register, extract from the role, and company status for companies)

B/ Technical offer:

- ✓ Declaration to be subscribed and declaration of probity, which must be duly completed, dated, signed, and sealed by the bidder
- ✓ Completed, dated, quoted, and initialed specifications, read and approved, bearing the words "read and accepted" on the last page.
- ✓ Technical data sheet conforming to the description
- ✓ Delivery times

C/A financial offer:

- ✓ Letter of submission duly completed, dated, signed, and sealed.
- ✓ Unit price schedule duly dated, signed, and sealed.
- ✓ Quantitative and estimated details duly dated, signed, and sealed.

Bidders are granted fifteen (15) days from 05/11/2025 to prepare and submit their offers.

The submission of offers is scheduled for 05/25/2025 at 10:00 a.m. at the secretariat of the Dean's Office of the Faculty of Arts and Languages

The opening of bids will take place the same day at 10:30 a.m. at the headquarters of the Faculty of Arts and Languages of Mouloud MAMMERI University in Tizi-Ouzou

Bidders who wish may attend the bid opening session.

The validity period of bids is equal to the bid preparation time plus three months from the bid opening date.

05/11/2025

