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the European Union

NATIONAL COMMUNITY DRIVEN DEVELOPMENT PROGRAMME (PNDD)

Selection of Consultants

Call for Expressions of Interest

JUNE 2021

REPUBLIQUE DU CAMEROUN Peace - Work - Fatherland ***** MINISTERE DE L'ECONOMIE, DE LA PLANIFICATION ET DE L'AMENAGEMENT DU TERRITOIRE ----- SECRETARIAT GENERAL ----- PROGRAMME NATIONAL DE DEVELOPPEMENT PARTICIPATIF -----		REPUBLIC OF CAMEROON Peace - Work - Fatherland ***** MINISTRY OF ECONOMY, PLANNING AND REGIONAL DEVELOPMENT ----- SECRETARIAT GENERAL ----- NATIONAL COMMUNITY DRIVEN DEVELOPPEMENT PROGRAMME -----	REALISATE VISA PASSATION DFS MARCHES
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**"11th EUROPEAN DEVELOPMENT FUND (EDF) SUPPORT PROJECT FOR THE 3rd
PHASE OF THE NATIONAL COMMUNITY DRIVEN DEVELOPMENT PROGRAMME
(PNDP) IN CAMEROON"
CONSULTING SERVICES**

**Call for Expression of Interest No. 011 of June 24, 2021 relating to the pre-selection of
Technical Design Offices (BET) for the complete project management for the
implementation of support projects for the development of agro-pastoral sectors
within the framework of the PNDP Agropastoral "Site 3**

**Boumba and Ngoko, Upper Nyong, Kadey and Lom and Djerem, Divisions, in the East
Region**

Sector: Development of agro-pastoral sectors

Type of infrastructures: Agricultural buildings, agro-pastoral hydraulics and others

1. Context

Considered today as one of the main effective tools to support decentralisation and local development in Cameroon, PNDP has been implemented since 2004 by the Government with the support of its technical and financial partners.

This programme has, on the basis of the Councils Development Plans (CDPs) drawn up, financed more than 6,000 projects which are mainly identified on a sectoral basis. These projects, spread over the territory of each municipality, do not take into account the leverage effects that can be provided by the implementation of projects aimed at solving an economic development problem in a production basin of promising sectors with a view to creating wealth and jobs in a well-established agricultural value chain.

With this objective in mind and taking into account Cameroon's current context, in particular the process of drawing up the national and regional land use and sustainable development plans, the drawing up of the zoning plan, the acceleration of the decentralisation process and the land reform process, AFD's Board of Directors granted €50M in financing, including €20M from the 3rd C2D and €30M from the 11th European Development Fund (EDF) by delegating management to AFD.

It is planned that part of the delegated EDF funding will be dedicated to the implementation of an Agropastoral Component within the PNDP, more specifically in thirteen (13) Divisions of four (4) regions, namely: the Far North, the North, Adamaoua and the East.

This new approach is in line with: the development strategy by 2030 (SND-30), notably in its pillar relating to the structural transformation of the economy, particularly through the development of agricultural production and productivity and the development of productive infrastructure (particularly road infrastructure); the continuity of the transfer of competences to Municipalities in terms of agropastoral services and road development. The new approach will make it possible to finance (i) the opening up of priority intervention zones through the establishment of structuring infrastructure and (ii) support for agropastoral sectors through the implementation of investments at the request of agricultural professions and Municipalities.

In view of the above, the Association of Municipalities of the Boumba and Ngoko, Upper-Nyong, Kadey and Lom and Djerem Divisions, which are in charge of these projects to open up the production basins, are planning to recruit, through the National Community Driven Development Programme (PNDP), a Technical Design Office (BET) to carry out the services of Complete Project Management within the framework of the implementation of activities related to the realisation of the said projects.

2. Purpose and content of the service

This service aims at carrying out the complete project management in the implementation of the projects including the studies of economic profitability, technical feasibility, socio-environmental of the ideas of development projects of the agropastoral sectors (list attached) on the one hand, and the mission of control and monitoring relating to the implementation of the said projects on the other hand..

The list of projects covered by this service is on appendix 3.

2.1 Purpose of the service

For each project, the specific objectives of this consultation is to:

- **Conducting Technical, Environmental and Financial Feasibility Studies (TEFS) for**
 - the establishment of the Detailed Preliminary Project (DPP) or financing request;
 - the establishment of the Preliminary Execution Project (APE);
 - the consultation of companies' files (tender files or request for quotations) for the execution of works;
 - the elaboration of the project's Business Plan ;
 - the development of the Environmental Impact Notice (EIN) or the environmental screening form, if applicable.
- **Conducting work control and monitoring activities.** This activity will consist of ensuring that the works are carried out in accordance with the standards in force and taken into account in the contractor's specifications, in accordance with the budget allocated to the project.

The PNDP National Coordinator hereby invites interested Candidates to express their interest in providing the services described above.

2.2 Consistency of the service

The service will consist of two phases:

Phase 1 relating to the services of these studies

This phase shall be broken down as follows:

- Carrying out preliminary activities, in particular: participation in the start-up meeting, production of the activity timetable and an action plan; participation in capacity building on the "elaboration of a Technical, Environmental and Financial Feasibility Study (TEFS) in accordance with the PNDP modus operandi"; participation in the preparatory and start-up meetings with all the actors involved, etc. ;
- Completion of a financial and economic feasibility study for each project ;
- The production of a preliminary execution plan (APE) and the Tender file;
- Participation in the various sessions organised by the PNDP to monitor the progress of the study;
- Participation in the workshop for the drafting of the requests, which will be organised twenty-five (25) days after the signature of the contracts, upon completion of the data collection and the availability of the specific studies, if need be;
- Participation in the closing activities of the service, namely: the regional restitution session of the feasibility studies in the presence of the PNDP;
- The evaluation of the service is essential for the triggering of phase 2.

✚ Phase 2 of the service relating to the monitoring and control of works

It is broken down as follows:

- Implementation of pre-start-up activities: start-up meeting; approval of the execution project; layout of works; etc. ;
- Assistance to the company awarded the worksite contract through: validation of weekly and manual work schedules; monitoring/control of the works; monitoring the implementation of socio-environmental measures and gender-based violence (GBV); validation of attachments and signature of accounts; etc. ;
- Assistance to the project owner by reporting on field activities and participating in the acceptance of works;
- Participation in ancillary activities such as: periodic scoping and development meetings; single window work for the period counted; etc;
- Involvement (training in monitoring and surveillance operations during the execution of the works, mobilisation around the projects) of the monitoring committee in the monitoring and control operations of the different phases of the works to facilitate the sustainability of the works.

3. Consultant's mandate

The Consultant will work in close collaboration with the beneficiaries, notably the host and refugee populations, if need be, technicians and staff of the other structures concerned by the project (Ministry of Public Works [MINTP], Ministry of Water and Energy Resources [MINEE], Ministry of Environment, Nature Protection and Sustainable Development [MINEPDED], Ministry of Agriculture and Sustainable Development [MINADER], Delegations etc). He will establish a clear plan of action for the accomplishment of his mission in both phases. The parties involved in the service will validate each action plan before the consultant goes to the site for the corresponding phase of the service.

4. Duration of the mission

The duration of the service is forty-five (45) days, starting from the date of notification of the service order to start.

5. Preselection criteria

The Consultant must be a consulting firm with at least two (2) years of experience in conducting technical, environmental and financial feasibility studies and/or supervision of the execution of road works. In order to carry out the service in the **four (04) Divisions concerned, he must mobilise a multidisciplinary team made up of at least the following personnel:**

- **For phase 1:** 06 Key staff and 04 Support staff ;
- **For phase 2:** 04 Key staff.

NB: CVs of key personnel will not be assessed at this stage and are requested for guidance.

6. Selection method

It is brought to the attention of the Consultants that the Consulting Firm will be selected according to the "Selection Based on Quality and Cost" (SBQC) Method as described in the "Guidelines for Procurement financed by AFD in Foreign States" (October 2019 edition).

After analysis of the manifests, the PNDP will draw up a shortlist of a maximum of six (6) Candidates, preselected on the basis of the application files received. **During the selection phase, each shortlisted candidate will receive from the PNDP the Request for Proposals for the provision of the required services.**

This Call for Expressions of Interest (CEI) is addressed to:

☒ Consulting Firm

☐ Individual consultants

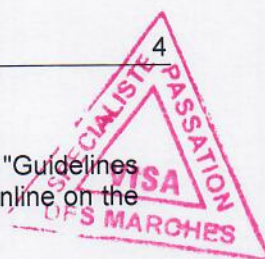
☐ NGO

☐ NGOs and consultancies
alone or in groups

7. Participation and origin

The eligibility criteria for AFD financing are specified in Article 1.3 of the "Guidelines for Procurement financed by AFD in Foreign States" (October 2019 edition), available online on the AFD website www.afd.fr.

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8. Constitution of the application files

Interested Candidates must provide information demonstrating that they are qualified and experienced to perform the Services. In this respect, they must justify that they have references for similar services (**justified at least by (i) copies of the first and last pages of the contract for these services and (ii) the corresponding acceptance reports**).

The similarity of the references will be analysed according to:

1. **The scale of the contracts** : Technical and financial feasibility studies and/or monitoring and control of the execution of construction/rehabilitation works of buildings and hydraulic works for an amount equal to or greater than fifty million (50 000 000) CFA francs;
2. **The nature of the Services** : Technical, financial and socio-environmental studies and/or monitoring and control of the execution of construction/rehabilitation works of buildings and hydraulic structures ;
3. **Field and technical expertise**: Technical, financial and socio-environmental feasibility study of infrastructure projects (construction and public works sectors) and/or monitoring and control of the execution of construction/rehabilitation works of buildings and hydraulic works;
4. **Geographical context**: East and northern regions of Cameroon and/or the Lake Chad basin region.

If the Candidate is a consortium, the Expression of Interest must include

- A copy of the Grouping agreement concluded by all its members, or
- A letter of intent to form a consortium, signed by all its members and accompanied by a copy of the proposed consortium agreement.

In the absence of this document, the other members will be considered as "Subcontractors". The references and qualifications of Subcontractors are not taken into account in the evaluation of applications.

9. Submission of Expressions of Interest

Written Expressions of Interest (**in one (1) original and six (6) copies**) accompanied by a "scanned and ordered in one file" version of the original in a USB key, must be submitted to the address below, no later than **16 July 2021 at 3:30 p.m.** : Procurement Unit of the National Coordination Unit of the PNDP, room 212, located at a place called Pont-Drages, after the residence of the Ambassador of Côte d'Ivoire, not far from the offices of the United Nations for Education, Science and Culture (UNESCO) and the United Nations Development Program / UNDP, P.O. Box : 660 Yaounde – Cameroon, Telephone : +237 692 80 75 41, Email : pndp_cameroun@yahoo.fr, cpmpndp@yahoo.com or cpmpndp@gmail.com **ou**
Submit in the Regional Coordination Units of the PNDP in the East Regions **at the latest 7 days before 16 July 2021 at 3:30 p.m.**: To the secretariat of the Regional Coordinator of PNDP.

The envelope containing the expression of interest must bear the following mention:

"To the attention of the National Coordinator of PNDP

Call for Expression of Interest No. 011 of June 24, 2021 relating to the pre-selection of Technical Design Offices (BET) for the complete project management for the implementation of support projects for the development of agro-pastoral sectors within the framework of the PNDP Agropastoral "Site 3

'To be opened only during the opening session'.

10. Further information

Interested Candidates can obtain further information at the address mentioned below, according to the following hours: **7:30 a.m. – 12:30 p.m and 2 p.m. – 5 p.m.** ; Procurement Unit of the National Coordination Unit of the PNDP, room 213, located at a place called Pont-Dragages, after the residence of the Ambassador of Côte d'Ivoire, not far from the offices of the United Nations for Education, Science and Culture (UNESCO) and the United Nations Development Programme / UNDP, Telephone : +237 692 80 75 41, Email : pndp_cameroun@yahoo.fr, cpmpndp@yahoo.com ou cpmpndp@gmail.com.

Yaounde, on **24 JUIN 2021**

The National Coordinator,

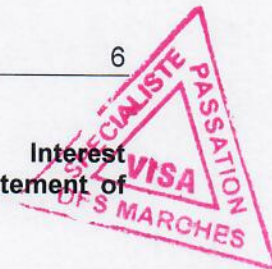


Marie Madeleine NGA

Copies to

- AFD ;
- MINMAP ;
- ARMP ;
- SOPECAM ;
- Posting;
- ARCHIVES.

Appendix 1 of the Expression of Interest
(To be provided signed with the application, without modification of the text) Statement of integrity, eligibility and environmental and social responsibility

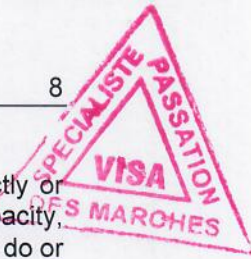


Title of the offer or proposal (the "Contract")

To: _____ (The "Project owner")

1. We acknowledge and agree that the French Development Agency (the "AFD") only finances the Project Owner's projects on its own terms and conditions which are determined by the Financing Agreement between the AFD and the Project Owner directly or indirectly. Consequently, there can be no legal relationship between AFD and our company, our consortium, our suppliers, contractors, consultants and subcontractors. The Project owner shall retain sole responsibility for the preparation and implementation of the procurement process and its execution. Depending on whether the contract is for works, supplies, equipment, intellectual services (consultants) or other services, the Project owner may also be referred to as the Client or the Purchaser.
2. We certify that we are not, and that none of the members of our consortium, nor our suppliers, contractors, consultants and subcontractors, are in any of the following situations:
 - 2.1 Be in a state of or have been the subject of bankruptcy, liquidation, judicial settlement, safeguard or discontinuance of business, or be in any analogous situation resulting from a similar procedure;
 - 2.2 Have been the subject of:
 - a) A conviction for fraud, bribery or any other offence committed in connection with the award or performance of a contract that was handed down within the last five years by a judgment that has the force of res judicata in the country in which the Contract is being carried out (in the event of such a conviction, we have the option of attaching to this Declaration of Integrity additional information that would make it possible to consider that this conviction is not relevant to the Contract);
 - b) An administrative sanction pronounced within the last five years by the European Union or by the competent authorities of the country in which we are established, for fraud, corruption or any other offence committed in connection with the award or performance of a contract (in the event of such a sanction, we may attach to this Integrity Statement any additional information that would make it possible to consider that this sanction is not relevant to the Contract);
 - c) A conviction handed down within the last five years by a judgment that has the force of res judicata, for fraud, corruption or any offence committed in the context of the award or execution of a contract financed by AFD;
 - 2.3 To be included in the lists of financial sanctions adopted by the United Nations, the European Union and/or France, in particular with regard to the fight against the financing of terrorism and against breaches of international peace and security;
 - 2.4 Have been terminated to our exclusive detriment within the last five years because of a serious or persistent breach of our contractual obligations during the performance of a previous contract, provided that this sanction has not been contested by us in the course of the proceedings or has given rise to a court decision reversing the termination to our exclusive detriment;
 - 2.5 Not having fulfilled our obligations to pay taxes in accordance with the legal provisions of the country where we are established or those of the country of the project owner;
 - 2.6 Be subject to an exclusion decision pronounced by the World Bank and appear as such on the list published at the electronic address <http://www.worldbank.org/debarr> (in the event of such exclusion decision, we can attach to this Integrity Declaration additional information which would allow us to consider that this exclusion decision is not relevant in the context of the Contract);

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- 2.7 Produce false documents or be guilty of false declaration (s) by providing the information required by the Project owner as part of this procurement process and award of the Contract.
3. We certify that we are not, and none of the members of our consortium or our suppliers, contractors, consultants and subcontractors are, in any of the following conflict of interest situations:
- 3.1 Shareholder controlling the Project owner or subsidiary controlled by the Project owner, unless the resulting conflict has been brought to the attention of AFD and resolved to its satisfaction.
- 3.2 Have a business or family relationship with a member of the Project owner's staff involved in the procurement process or supervision of the resulting Contract, unless the resulting conflict has been brought to the attention of AFD and resolved to its satisfaction;
- 3.3 Controlling or being controlled by another bidder or consultant, being under the control of the same company as another bidder or consultant, receiving from another bidder or consultant or awarding to another bidder or consultant directly or indirectly any subsidies, having the same legal representative as another bidder or consultant, having directly or indirectly any contacts with another bidder or consultant that enable us to have and give access to, or influence, the information contained in our respective bids or proposals, or to influence the Project owner's decisions;
- 3.4 Be engaged for an intellectual service assignment which, by its nature, is likely to be incompatible with our assignments on behalf of the project owner;
- 3.5 In the case of a procedure for the award of a works, supply or equipment contract:
- a) Prepared ourselves or were associated with a consultant who prepared specifications, plans, calculations and other documents used in the procurement process;
- b) We, or any of the firms with which we are affiliated, are engaged, or are to be engaged, by the Project owner to carry out supervision or control of the works under the Contract.
4. If we are a public institution or a public enterprise, in order to participate in a competitive tendering procedure, we certify that we have legal and financial autonomy and that we are managed according to the rules of commercial law.
5. We undertake to inform the project owner without delay, who will inform AFD, of any change in the situation with regard to points 2 to 4 above.
6. In the context of the award and performance of the Contract :
- 6.1 We have not and will not commit any unfair manoeuvre (act or omission) intended to deliberately deceive others, intentionally conceal matters from them, surprise or vitiate their consent or cause them to circumvent legal or regulatory obligations and/or violate their internal rules in order to obtain an improper benefit.
- 6.2 We have not and will not commit any unfair manoeuvre (action or omission) contrary to our legal or regulatory obligations and/or our internal rules in order to obtain an improper benefit.
- 6.3 We have not promised, offered or granted, and will not promise, offer or grant, directly or indirectly, to (i) any Person holding a legislative, executive, administrative or judicial office in the Project owner's State, whether appointed or elected, on a permanent or non-permanent basis, whether paid or unpaid, and at any level, (ii) any other Person who performs a public function, including for a public agency or public enterprise, or who provides a public service, or (iii) any other Person defined as a public official in the Employer's State, an undue advantage of any kind, for himself or herself or for another person or entity, in order that he or she may perform or refrain from performing any act in the exercise of his or her official duties.



- 6.4 We have not promised, offered or given, and will not promise, offer or give, directly or indirectly, to any Person who directs or works for a private sector entity, in any capacity, any undue advantage of any kind, for themselves or for any other Person or entity, to do or refrain from doing any act in breach of their legal, contractual or professional obligations
- 6.5 We have not and will not engage in any act that would influence the procurement process to the detriment of the Project owner, including, without limitation, any anti-competitive practice that has the purpose or effect of preventing, restricting or distorting competition, including, without limitation, restricting access to the Contract or the free exercise of competition by other firms.
- 6.6 We, or any of the members of our consortium, or any of the subcontractors will not acquire or supply equipment and will not operate in areas under United Nations, European Union or French embargo.
- 6.7 We undertake to respect and to ensure that all our subcontractors-respect the environmental and social standards recognised by the international community, including the fundamental conventions of the International Labour Organisation (ILO) and the international conventions for the protection of the environment, in accordance with the laws and regulations applicable in the country where the Contract is carried out. In addition, we are committed to implementing environmental and social risk mitigation measures where indicated in the environmental and social management plan provided by the project owner.
7. We, members of our consortium, our suppliers, contractors, consultants and subcontractors authorise AFD to examine documents and records relating to the award and performance of the Contract and to submit them for verification to auditors appointed by AFD.

Name: _____ As the: _____

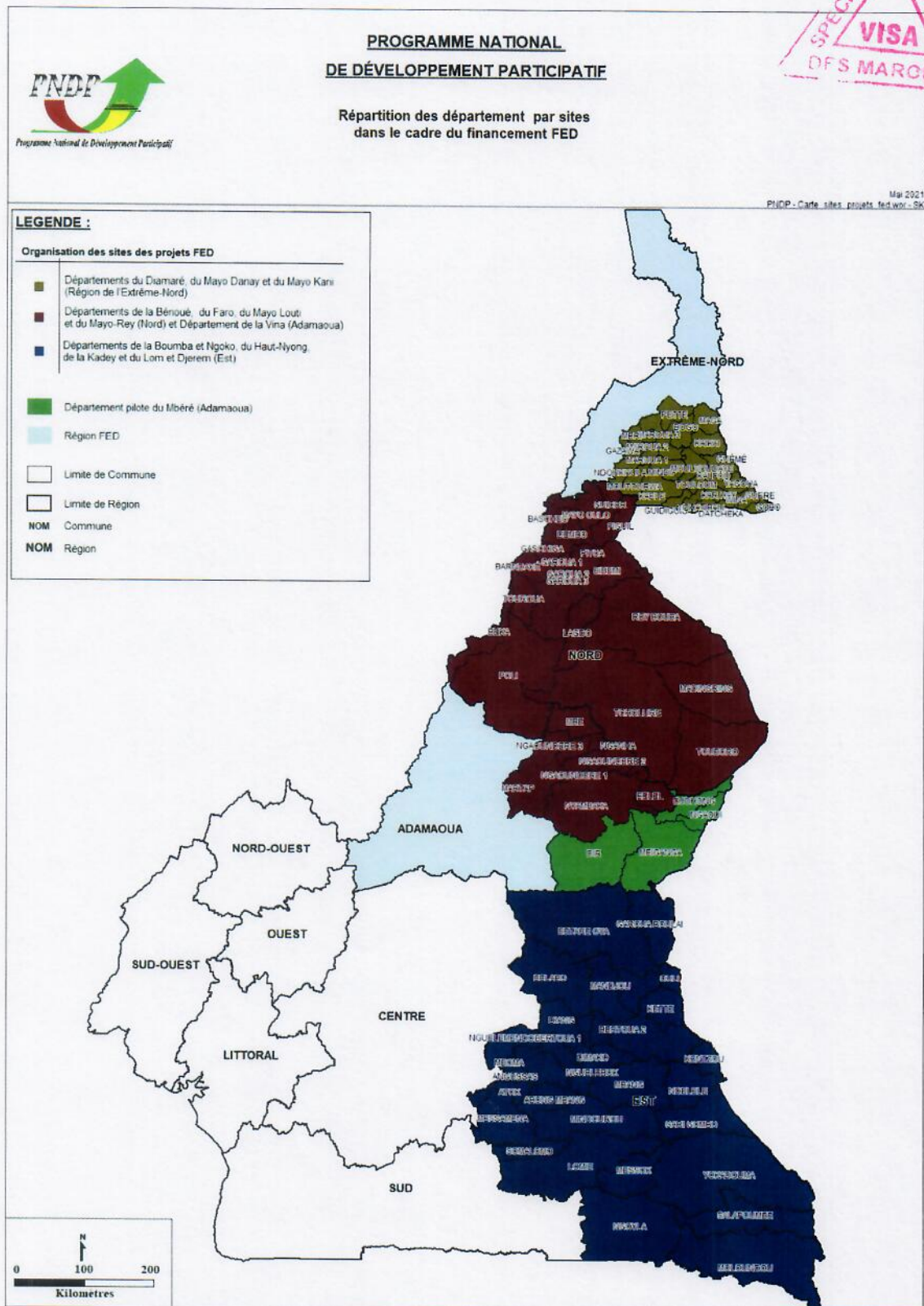
Duly authorised to sign for and on behalf of¹ : _____

Signature: _____

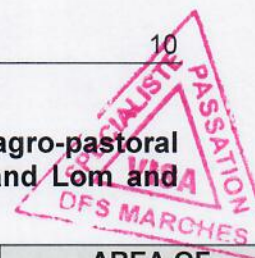
Dated: _____

¹ In the event of a consortium, enter the name of the consortium. The person signing the tender, proposal or application on behalf of the tenderer, the consultant or the candidate shall attach thereto the authority entrusted by the tenderer, the consultant or the candidate.

Appendix 2 for the Manifestation of interest (localisation of the Boumba and Ngoko, Upper Nyong, Kadey and Lom and Djerem, Divisions, in the East Region)



Appendix 3 Presentation table of projects supporting the development of agro-pastoral sectors (localisation of the Boumba and Ngoko, Upper Nyong, Kadey and Lom and Djerem, Divisions, in the East Region)



No.	DIVISION	PROJECT NAME	AREA OF INTERVENTION
1	Boumba and Ngoko	Construction and equipment of a 360 m3 storage warehouse for the storage of agricultural products	Cacao
2	Boumba and Ngoko	Construction and equipment of a fish hatchery	Fish farm
3	Upper-Nyong	Construction and equipment of a day-old chick farm in Doume	Poultry
4	Upper-Nyong	Construction and equipment of a mini cassava processing plant in Abong-Mbang	Cassava
5	Kadey	Construction and equipment of a one-day chick production unit in Kentzou	Poultry
6	Kadey	Construction and equipment of a cassava pre-processing unit (drilling, soaking tank, drying area, etc.) in Ouli	Cassava
7	Kadey	Construction and equipment of a cassava pre-processing unit (drilling, soaking tank, drying area, etc) in Garoua Sambé	Cassava
8	Lom and Djerem	Construction and equipping of a farm for the production of day-old chicks in Kpoklota	Poultry
9	Lom and Djerem	Construction and equipment of a fry production centre with hatchery in Ndokayo	Fish farm