

RE PUBLIQUE DU CAMEROUN
Paix - Travail - Patrie

MINISTERE DES FORETS ET DE LA FAUNE

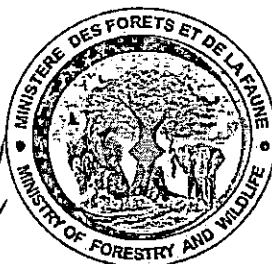
SECRETARIAT D'ETAT

SECRETARIAT GENERAL

DIRECTION DES AFFAIRES GENERALES

SOUS DIRECTION DU BUDGET,
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REPUBLIC OF CAMEROON
Peace - Work - Fatherland

MINISTRY OF FORESTRY AND WILDLIFE

SECRETARIAT OF STATE

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DEPARTMENT OF GENERAL AFFAIRS

SUBDEPARTMENT OF BUDGET
MATERIAL AND MAINTENANCE

PROCUREMENT SERVICE

N° 139

AVIS D'APPEL A MANIFESTATION D'INTERET

18 SEPT 2020

/AAMI/MINFOF/SETAT/SG/DAG/SDBM/SMA/BG/2020 DU

RELATIF A LA MOBILISATION D'UN CONSULTANT EN VUE DE L'ELABORATION DU
DOCUMENT DU PROJET D'ASSISTANCE TECHNIQUE DE LA DPT

Article 1 : Objet

Le présent avis a pour objet, la mobilisation d'un consultant en vue de l'élaboration du document du projet d'assistance technique de la Direction de la Promotion et de la Transformation du Bois du Ministère des Forêt et de la Faune.

Article 2 : le niveau actuel d'avancement du projet

Une assistance technique en matière de promotion et de transformation du bois a œuvré de mai 2014 à septembre 2017 auprès de la Direction de la Promotion et de la Transformation du Bois du Ministère des Forêt et de la Faune. Elle a contribué entre autres au renforcement des capacités des personnels du Centre de la Promotion du Bois (CPB), à l'amélioration de l'organisation structurale du CPB, à l'élaboration des fiches techniques de quelques essences forestières, à l'élaboration des draft des normes de cubage, des dimensions, des classements des aspects des grumes, etc. il. Il est envisagé une seconde phase de l'assistance technique, axée sur le CPB.

Article 3 : Contexte et justification

3.1- contexte général

La Transformation Plus Poussée du Bois (TPPB) est un vecteur de développement important pour le Cameroun, qui cadre parfaitement avec les objectifs de croissance et d'emploi fixés dans le Document de Stratégie pour la Croissance et l'Emploi (DSCE). Depuis 2004, l'Organisation Internationale des Bois Tropicaux (OIBT) en partenariat avec l'Organisation Africaine de Bois (OAB), a proposé des stratégies de développement de la TPPB en faveur des Etats du Bassin du Congo, mais dont la mise en œuvre a très peu évolué en raison de certaines considérations économiques politiques et sociales. Les stratégies proposées consistent à promouvoir le passage de l'exploitation et de la transformation primaire non durable à l'aménagement des forêts et à la valorisation industrielle plus poussée des bois, grâce à une diversification de la production pour tenir compte des réalités des marchés. Ces stratégies peuvent être adoptées aux niveaux nationaux, traduisant les efforts individuels des pays, ainsi qu'au niveau régional, intégrant les objectifs de coopération et d'intégration.

Le dossier de candidature devra comprendre les pièces suivantes :

- (2) Une note de présentation de la structure candidate, qui ressort de façon non exhaustive : l'année de création, les domaines de compétence, les ressources humaines et matérielles.
- (3) La liste des références professionnelles concernant les prestations similaires. Elle doit faire ressortir les montants des différentes prestations, les administrations et structures contractantes avec adresses et numéros téléphoniques, l'année d'exécution du contrat. Les copies des premières (en-tête) et dernières (signatures) pages des contrats ou marchés, ainsi que les procès verbaux de réception et/ou le Certificat de bonne fin des travaux délivré par le Maître d'Ouvrage.
- (4) Les qualifications et références des Experts (joindre les CV récents datés et signés par chaque expert et les photocopies certifiées conformes des diplômes universitaires).

Article 11 : Profil du consultant

L'équipe du Cabinet d'études doit produire le document de projet de la seconde phase de l'assistance technique. Il sera assisté par un expert international des questions de promotion et de transformation du bois, mobilisé par la MATco. Le bureau d'études national devra avoir en son sein un expert des questions d'industrie et de valorisation du bois, ayant au moins Bac+5 et une expérience d'au moins 10 ans dans la valorisation du bois et l'élaboration des projets.

Article 12 : Critères d'évaluation

- (1) L'évaluation de la manifestation d'intérêt portera sur les critères essentiels ci-dessous sur 100 points :

Critères	Notes
Présentation de la structure	10
Références du bureau d'études (avoir déjà réalisé au moins deux évaluations des stratégies)	55
Qualifications et expériences professionnelles générales et spécifiques des experts	20
Ressources humaines et matérielles	10
Présentation générale de l'offre	5
Total	100

- (2) Seuls, les candidats qui auront totalisé à l'issue de l'évaluation technique une note au moins égale à 70 points sur 100 seront retenus pour la phase suivante.

Article 13 : Dépôt des offres

Les Manifestations d'Intérêt rédigées en français et/ou en Anglais, en six (06) exemplaires dont un (01) original et cinq (05) copies marquées comme tel, devront être déposées au Ministère des Forêts et de la Faune, Direction des Affaires Générales (Sous Direction du Budget et du Matériel, Service des Marchés, 8^{ème} étage, porte 807) sis à l'Immeuble Ministériel n°2, au plus tard le 20 octobre 2020 à 13 heures.

Elles devront porter la mention suivante :

« AVIS D'APPEL A MANIFESTATION D'INTERET »

N° _____ /AAMI/MINFOF/SETAT/SG/DAG/SDBM/SMA/2020 DU _____

RELATIF A LA MOBILISATION D'UN CONSULTANT EN VUE DE L'ELABORATION DU
DOCUMENT DU PROJET D'ASSISTANCE TECHNIQUE DE LA DPT

A N'OUVRIR QU'EN SEANCE DE DEPOUILLEMENT »

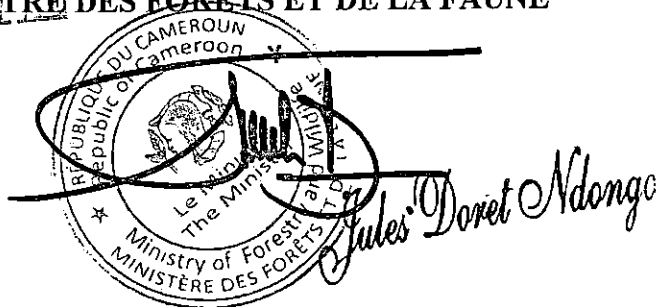
Article 14 : Etude des dossiers et publication des résultats

Les dossiers enregistrés seront examinés par un Comité Technique d'Analyse mis sur pied par le Ministre des Forêts et de la Faune et les prestataires retenus seront informés des résultats par voie de communiqué officiel.

Article 15 : Renseignements complémentaires

Les renseignements complémentaires sur le présent avis peuvent être obtenus aux heures et jours ouvrables au Service des Marchés du MINFOF sis au 8^{ème} étage de l'Immeuble Ministériel n°2, porte 807.

COPIE LE MINISTRE DES FORETS ET DE LA FAUNE



Ampliations

- ARMP
- DPT
- DAG
- COORDO-FC
- MATCO
- SMA

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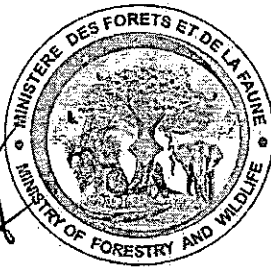
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SUBDEPARTMENT IN CHARGE OF
PERSONNEL, SALARIES AND PENSIONS
MATERIAL AND MAINTENANCE

PROCUREMENT SERVICE

CALL FOR EXPRESSION OF INTEREST

0139

No.

18 SEPT 2020

/AAMI/MINFOF/SETAT/SG/DAG/SDBM/SMA/BG/2020OF

TO RECRUIT A CONSULTANT TO DRAW UP A DOCUMENT FOR THE TECHNICAL ASSISTANCE PROJECT ON BEHALF OF THE DEPARTMENT FOR THE PROMOTION AND PROCESSING OF FOREST PRODUCTS (DPT)

Article 1: Purpose

The purpose of this Call for Expression of Interest aims at recruiting a consultant to draft a document in line with the technical assistance project on behalf of the Department for the Promotion and Processing of Forest Products of the Ministry of Forestry and Wildlife.

Article 2: Current Status of the Progress of the Project

A technical assistance on timber promotion and processing conducted a project from May 2014 to September 2017 under the Department for the Promotion and Processing of Forest Products of the Ministry of Forestry and Wildlife. The project contributed particularly in building the capacity of staff of the Wood Promotion Centre (CPB), improving CPB's structural organisation, drafting technical forms of some forest species, drawing up drafts of standard volume, dimension, classification of logs, etc. CPB is earmarked for the second phase of this technical assistance.

Article 3: Background and Justification

3.1- General Background

The Enhanced Processing of Timber (TPPB) is a major development driver for Cameroon that falls in line with growth and employment goals contained in the Growth and Employment Strategy Paper (GESP). Since 2004, the International Tropical Timber Organisation (ITTO) in partnership with the African Timber Organisation (ATO), proposed strategies for the development of TPPB in favour of States of the Congo Basin. However, due to some economic, political and social factors, their implementation has not evolved much. The proposed strategies aim at promoting the transition of exploitation and non-sustainable primary processing to forest management as well as to the enhanced industrialisation of timber by diversifying production to take in account the realities of markets. These strategies may be adopted nationally, reflecting efforts made nationally and regionally, including goals of cooperation and integration.

Skill gaps of human resources under the Department for the Promotion and Processing of Forest Products (DPT) as well as technical and financial means to carry out field missions are some of the impediments of TPPB identified by the Wood Sector Industrialisation Plan. MINFOF, assisted by the Basket Fund implemented a technical assistance project from May 2014 to September 2017 to address this challenge. The technical assistance in question was mainly devoted to carry out studies in order to assess TPPB's needs in Cameroon. This has enabled to better target initiatives that may sustainably influence TPPB's development move, namely building the technical capacities of stakeholders as well as renovating CPB. Furthermore, several significant planned activities were not carried out or finalised. WOODTECH CONSULTING that assessed this technical assistance, recommended a second phase to focus more on building the capacity of CPB to assist the institution in the process of changing its legal status.

3.2- Justification

KFW, in line with funding from the Basket Fund II, decided to assist MINFOF in restructuring CPB to help the institution, as government instrument for developing the timber sector, to better address the challenges by making TPPB's SMEs in Cameroon more competitive as well as contributing in the implementation of the Wood Sector Industrialisation Plan, approved in 2013. CPB's restructuration phase is underway; this will enable the institution to be a sub-regional centre for excellence to promote and enhance forest products. Three main missions have been assigned to this project, namely:

- promoting wood products and little or unknown forest species;
- training and educating stakeholders on enhancing forest products;
- developing partnerships with structures involve in forest product industries.

To carry out its upcoming missions, CPB's new legal status shall be drafted so that the structure should have a financial and administrative autonomy as well as achieving a number of activities, namely:

- promoting wood products and little or unknown forest species;
- training and educating stakeholders on enhancing forest products;
- developing partnerships with structures involve in forest product industries.

In view of the above, a specialised technical assistance relating to transfer of technology is indispensable to assist CPB.

Article 4: Objectives

4.1- General Objective

The general objective of this activity aims at drawing up a draft document for the second phase to technically assist DPT.

4.2- Specific Objectives

In specific terms, they include:

- Analysing lessons drawn from the first phase of the technical assistance and pitfalls observed;
- Identifying the needs for a technical assistance in line with the vision and upcoming missions of CPB;
- Defining priority areas of collaboration concerning the technical assistance and approach to implement;
- Drafting a document to guide the intervention of the technical assistance;
- Organising a workshop to approve the document in question.

Article 5: Expected Outcomes

The expected outcomes at the end of this activity shall be as follows:

- Lessons drawn from the first phase of the technical assistance and pitfalls observed shall be analysed;
- The needs for a technical assistance in line with the vision and upcoming missions of CPB shall be identified;
- Priority areas of collaboration concerning the technical assistance and approach to implement are identified;
- The document to guide the intervention of the technical assistance shall be drafted;
- The workshop to approve this document shall be organised.

Article 6: Indicators

The attainment of the outcomes shall be measured by the following indicators: These include:

- The contract of the recruited consultant;
- The draft of the draft document of the second phase of the technical assistance;
- The report of the validation workshop.

Article 7: Funding Procedure

The services, subject to this Invitation shall be funded by the Basket Fund - PSFE, financial year 2020.

Article 8: Participation to this Invitation

The implementation of this activity shall be open to national Consulting Firm that have a proven expertise in this area.

Article 9: Activities to be carried out

The Consulting Firm shall:

- Draw up the draft of the document of the second phase of the technical assistance;
- Organise a validation workshop of the document in question.

Article 10: Compilation of file

(1) Administrative and Financial Documents of the Structure

Under pain of rejection, the required administrative documents must absolutely be produced in original or certified true copies by the relevant service. They must be valid for 3 (three) months as from the date of submission of the tender or must have been established after the signing date of the Call for Expression of Interest. They shall be comprised of:

- a) a stamped motivation letter, dated and signed by the official of the structure;
- b) Group agreement (where necessary);
- c) signing authority (where necessary);
- d) debt clearance certificate
- e) certificate of non-bankruptcy;
- f) the certificate of non-exclusion from public contracts issued by the Director General of ARMP.

The application file shall comprise the following documents:

- (2) **An introductory note of the applying firm** that briefly outlines the structure's year of creation, areas of competence, human and material resources.

- (3) **The list of professional references** relating to similar services. It should highlight amounts of various services rendered, contracting services and institutions with their addresses and telephone numbers, the execution year of the contract. Copies of the first (letter-headed paper) and last (signatures) pages of contract or tenders as well as reception reports and/or the Certificate of Successful Work Completion issued by the Contracting Authority.
- (4) **The qualifications and references of Experts** (attach recent CVs, dated and signed by each expert and certified true copies of university degrees).

Article 11: Profile of the Consultant

The Team of the Consulting Firm shall draw up the draft document of the second phase of the technical assistance. It shall be assisted by an international expert in timber promotion and processing, recruited by MATCo. An industry and timber enhancement expert, who must hold at least A/L+5, and have at least 10 years of experience in timber enhancement and drafting of project must be a staff of the Consulting Firm.

Article 12: Evaluation Criteria

- (1) This Call for Expression of Interest shall be evaluated based on the following essential criterias, over 100 marks:

Criterias	Marks
Presentation of the structure	10
References of the Consulting Firm (must have carried out a least two evaluation of strategies)	55
Qualifications and general and specific professional experiences of experts	20
Human and material resources	10
General presentation of the bid	5
Total	100

- (2) Only bidders who must have scored at least **70/100** at the end of the technical evaluation shall be shortlisted for the next phase.

Article 13: Submission of Bids

The Calls for Expression of Interest, drafted in English and French in 6 (six) copies, 1 (one) original and 5 (five) copies, marked as such, must be submitted to the Ministry of Forestry and Wildlife, Department of General Affairs, Sub-Department of Budget and Material, Procurement Service, 8th floor, Room 807, Government Building No. 2, upon publication of this tender, latest on 20 October 2020 at 13 h and should be labelled as follows:

"CALL FOR EXPRESSION OF INTEREST

No. _____/AAMI/MINFOF/SETAT/SG/DAG/SDBM/SMA/2020 OF _____

TO RECRUIT A CONSULTANT TO DRAFT A DOCUMENT FOR THE TECHNICAL ASSISTANCE PROJECT ON BEHALF OF THE DEPARTMENT FOR THE PROMOTION AND PROCESSING OF FORESTS PRODUCTS (DPT)

"TO BE OPENED ONLY DURING THE BID OPENING SESSION".

Article 14: Scrutiny of files and publication of results

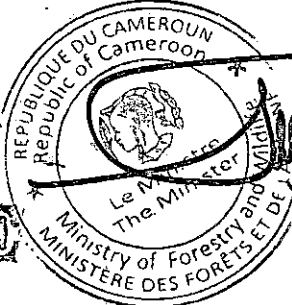
Registered files shall be scrutinised by a Technical Analysis Committee, created by the Minister of Forestry and Wildlife and an official release shall be published to inform the selected service providers accordingly.

Article 15: Further Information

Further information on this tender may be obtained during working hours from the Ministry of Forestry and Wildlife, Department of General Affairs, Sub-department of Budget, Material and Maintenance, Procurement Service, Room 807, 8th floor, Ministerial Building No. 2.

THE MINISTER OF FORESTRY AND WILDLIFE,

COPIE



Jules Doret Along

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