

NORTH WEST DEVELOPMENT AUTHORITY
Mission De Développement Du Nord-Ouest

P.O. Box, 442, Bamenda
Tel: (237) 3336 13 78
Fax: (237) 3336 16 61
Email: midenobda@yahoo.com
Website: www.mideno.org



Bamenda, the.....

No. 10/MIDENO/B/...M.T.B/13/24

22 FEB 2024

REQUEST FOR MANIFESTATION OF INTEREST N° 10/RMI/PULCCA/MIDENO/B/13/84/2024
OF 22 FEB 2024 WITHIN THE FRAMEWORK OF THE EMERGENCY PROJECT TO
COMBAT FOOD CRISIS IN CAMEROON (PULCCA) FOR THE RECRUITMENT OF A CONSULTING
FIRM TO CARRY OUT A TECHNICAL ASSISTANCE TO PROMOTE CLIMATE SMART
AGRICULTURE (CSA) TECHNIQUES (LOT 1) AND THE RECRUITMENT OF A CONSULTING FIRM
TO IDENTIFY AND FACILITATE THE ORGANISATION AND INTEGRATION OF WOMEN
REGUGEES/INTERNALLY DISPLACED PERSONS (IDPs) IN LOCAL ORGANISATIONS (LOT 2)

1. **SUBJECT:** Within the framework of emergency project to combat food crisis in Cameroon (PULCCA), the Director General of the North West Development Authority (MIDENO), hereby launches a restricted National Invitation to Tender for the recruitment of a consulting firm to carry out a technical assistance to promote CSA techniques and the recruitment of a consulting firm to identify and facilitate the organization and integration of women refugees/Internally Displaced Persons (IDPs) in local organisations in two (2) lots as follows:

Lot 1: The recruitment of a consulting firm to carry out a technical assistance to promote Climate Smart Agriculture (CSA) techniques

Lot 2: The recruitment of a consulting firm to identify and facilitate the organization and integration of women refugees/Internally Displaced Persons (IDPs) in local organisations

2. NATURE OF SERVICES/SCOPE OF THE WORK:

The services involved in this Call to Tender shall include:

2.1.1; Lot 1: The recruitment of a consulting firm to carry out a technical assistance to promote Climate Smart Agriculture (CSA) techniques

- ❖ Conducting capacity-building workshops and training programs for farmers, extension workers, and other stakeholders on climate-smart agricultural practices.

- ❖ Supporting the adoption and dissemination of climate-resilient crop varieties and improved agricultural technologies.
- ❖ Facilitating the establishment of climate-smart demonstration farms and model sites.
- ❖ Developing and implementing a communication and outreach strategy to raise awareness and promote knowledge sharing on climate-smart agriculture.
- ❖ A baseline survey;
- ❖ The capacity building initiative will target beneficiaries;
- ❖ The training program will be conducted over a period of five (05) months, including both theoretical and practical sessions;
- ❖ The initiative will address CSA practices;
- ❖ Put in place selection criteria of vulnerable cases;
- ❖ Put in place a Monitoring and Evaluation system for the activity;
- ❖ Put in place an impact assessment plan for the activity;
- ❖ Put in place a communication strategy to showcase the event and to capture impact

2.1.2; Lot 2: The recruitment of a consulting firm to identify and facilitate the organization and integration of women refugees/Internally Displaced Persons (IDPs) in local organisations

- ❖ A baseline and end line survey;
- ❖ A selection criteria of beneficiaries put in place;
- ❖ Constitute a list of active community based organizations (CSO) in the region;
- ❖ Conduct a needs assessment to identify the specific needs and aspirations of women refugees in relation to local organizations;
- ❖ Outline a selection criteria of beneficiaries;
- ❖ Develop a comprehensive plan for the organization and integration of women refugees into local organizations;
- ❖ Identify potential local organizations and establish partnerships for the integration of women refugees;
- ❖ Develop capacity-building programs to enhance the skills and knowledge of women refugees for their active participation in local organizations;
- ❖ Facilitate mentorship and support programs to guide women refugees in navigating local organizations and accessing available opportunities;

- ❖ Implement awareness-raising campaigns to promote the benefits of integrating women refugees into local organizations among community members and organizations;
- ❖ Monitor and evaluate the progress of the integration efforts and make necessary adjustments to the approach.
- ❖ Put in place an impact assessment plan for the activity;
- ❖ Put in place a communication strategy to showcase the event and to capture impact.

2.1 SPECIFIC OBJECTIVES OF THE TRAININGS

2.1.1: Lot 1: The recruitment of a consulting firm to carry out a technical assistance to promote Climate Smart Agriculture (CSA) techniques:

- ❖ To carry out a baseline survey of the beneficiaries;
- ❖ To put in place selection criteria of vulnerable cases where applicable;
- ❖ To put in place a Monitoring and Evaluation system for the activity;
- ❖ To put in place an impact assessment plan for the activity and to assess the short term impact of the activity;
- ❖ To put in place a communication strategy to showcase the event and ensure visibility;
- ❖ To promote the use of climate-resilient crops and technologies in agricultural production;
- ❖ To facilitate knowledge sharing and awareness-raising on climate-smart agricultural practices.

2.1.2: Lot 2: The recruitment of a consulting firm to identify and facilitate the organization and integration of women refugees/Internally Displaced Persons (IDPs) in local organisations:

- ❖ To put in place selection criteria of beneficiaries;
- ❖ To carry out a baseline and end line survey of the beneficiaries
- ❖ To conduct a need assessment of 160 women refugees in the North West Region of Cameroon;
- ❖ To offer vocational training and employment support to 160 women refugees;
- ❖ Facilitate the organization and integration of 160 women refugees into local organizations;

- ❖ Promote gender equality and women's empowerment within local organizations;
- ❖ Enhance the capacity of local organizations to address the specific needs and challenges faced by women refugees;
- ❖ Foster social cohesion and inclusion by promoting interactions and partnerships between women refugees and local community members.
- ❖ To put in place a Monitoring and Evaluation system for the activity;
- ❖ To put in place an impact assessment plant for the activity and to assess the short term impact of the activity.
- ❖ To put in place a communication strategy to showcase the activity and to ensure visibility

3. PARTICIPATION AND ORIGIN

- Participation in this manifestation of interest is open to all consultancy firms with sufficient technical competence and national experience in the above mentioned services.
- Consultants may associate to enhance their qualifications and clearly specify the type of association (a joint-venture or sub consultancies), as well as the nature of its business (commercial or not-for profit).

4. FUNDING

Services which form the subject of this invitation to tender shall be financed by: **The emergency project to combat food crisis in Cameroon (PULCCA)**

5. SUBMISSION OF MANIFESTATION OF INTEREST

Each Manifestation of Interest should consist of an **Administrative File and a Technical Proposal** sealed in separate envelopes, written in English or in French and submitted in **five (5) copies** each, of which one **(01) original and four (04) copies**.

All Manifestations of Interest should be submitted at the Secretariat of the Director General of the North West Development Authority (MIDENO), located along the Ayaba Street, opposite Mansfield Plaza Hotel latest **22 MARS 2024** **2024 at 10:00 am prompt local time.**

The external envelope should be addressed to: **The Director General, North West Development Authority (MIDENO), P.O Box 442, Bamenda** and should carry the inscription;

For: Lot 1: THE RECRUITMENT OF A CONSULTING FIRM TO CARRY OUT A TECHNICAL ASSISTANCE TO PROMOTE CSA TECHNIQUES

OR

For: Lot 2: THE RECRUITMENT OF A CONSULTING FIRM TO IDENTIFY AND FACILITATE THE ORGANIZATION AND INTEGRATION OF WOMEN REFUGEES/INTERNALLY DISPLACED PERSONS (IDPS) IN LOCAL ORGANISATIONS

6. ADMINISTRATIVE FILE

Administrative documents which should not be more than three (3) months old and valid for the 2024 financial year include:

- Current tax clearance certificate
- Certificate of Incorporation
- Certified copy of Tax Payer's card
- Attestation of non-Exclusion from Public contracts
- CNPS clearance certificate
- Letter of motivation duly signed by applicant

7. TECHNICAL PROPOSAL

Technical documents shall include

- Presentation of the consulting firm showing its general references in the domain of expertise
- Qualifications and working experiences of the personnel to carry out the service (dated and signed CVs of each personnel, copies of their academic and professional certificates)
- References on same type and/or similar contracts carried out with proofs
- Methodology and Equipment

8. ELIMINATION CRITERIA

- Incomplete administrative documents or absence of a requested document
- Incomplete Technical Proposal
- False declaration or falsified document
- Lack of appropriate personnel and experience needed

9. ESSENTIAL CRITERIA

9.1 QUALIFICATION OF PERSONNEL (Lot 1)

- ❖ **Experience** At least 10 years of experience: Experience with Community based projects including projects funded by the World Bank, IsDB, ADB, ICRC and nationally funded projects;
- ❖ Experience in trainings on climate smart Agriculture and other related trainings;
- ❖ Demonstrated working with CSOs in carrying out base line surveys, need assessment, capacity building or other related Jobs;
- ❖ Profile of the consultant or lead facilitator should clearly highlight his/her experiences of similar activities. Supporting documents of evidence as appropriate are required. In the technical proposal, the consultants shall provide a list and CV of the proposed trainers
- ❖ Proposed trainers for the activity should have at least 10 years' experience in need assessment, baseline surveys, organizing training workshops or related activities.

LEAD TRAINER: Rural Sociologist/Rural Economist/Agricultural Engineer/ Agronomist/related field with at least ten (10) years of working in similar assignments

KEY PERSONNEL:

- Rural Engineer with at least five (5) years of working experience in similar activity
- Gender specialist with at least five (5) years of working experience
- Communication expert with at least five (5) years of field experience
- Monitoring and Evaluation expert with at least five (5) years of field experience
- An environmentalist with at least five (5) years of working experience

9.2 QUALIFICATION OF PERSONNEL (Lot 2)

Potential consultants meeting the following criteria will be qualified for award after due evaluation.

- ❖ **Experience** At least 10 years of experience with multilaterally funded projects (World Bank, IsDB, ADB, ICRC, etc.) and other nationally funded projects;
- ❖ Experience in similar activities
- ❖ Demonstrated working with CSOs/CBOs, carrying out need assessment, capacity building or other related Jobs;
- ❖ Profile of the consultant or lead facilitator should clearly highlight his/her experiences of similar activities. Supporting documents of evidence as appropriate are required. In the technical proposal, the consultants shall provide a list and CV of the proposed trainers

- ❖ Proposed trainers for the activity should have at least 10 years' experience in need assessment, organizing training workshops or related activities.

LEAD TRAINER: Rural Sociologist/Rural Economist/ An Agronomist/ Communication Expert/Related Field

KEY PERSONNEL:

- Gender specialist with at least five (5) years of working experience
- Communication expert with at least five (5) years of field experience
- Monitoring and Evaluation expert with at least five (5) years of field experience

9.2 EVALUATION CRERIA

9.2.1 (Lot 1)

Score

Consultants experience relevant to the assignment (experience in the same or similar type of assignments)	30
Methodology	30
Qualification of Key Personnel	<u>40</u>
TOTAL	<u>100</u>

9.2.2 (Lot 2)

Score

Consultant's experience relevant to the assignment (experience in similar type of assignments)	30
Methodology	35
Qualifications of key personnel	<u>35</u>
TOTAL	<u>100</u>

10. MAXIMUM NUMBER OF LOTS TO MANIFEST INTEREST: Any interested consultant can **ONLY** manifest for **ONE** of the lots

11. FURTHER INFORMATION

Additional information can be obtained during working hours from the Secretariat of the Director General of MIDENO, P.O. Box 442: Email; midenobda@yahoo.com: Tel: 233 336 378

FOR: THE NORTH WEST DEVELOPMENT AUTHORITY



Cletus Anye Matoyah
ECONOMIST (PLEG Hors Echelle)

CC

- ARMP (*Publication and Archiving*)
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