

REPUBLIQUE DU CAMEROUN
Paix- Travail- Patrie

MINISTERE DE LA DECENTRALISATION
ET DU DEVELOPPEMENT LOCAL

SECRETARIAT GENERAL

PROJET GOUVERNANCE LOCALE ET
COMMUNAUTES RESILIENTES



REPUBLIC OF CAMEROON
Peace - Work - Fatherland

MINISTRY OF DECENTRALIZATION
AND LOCAL DEVELOPMENT

GENERAL SECRETARIAT

LOCAL GOVERNANCE AND RESILIENT
COMMUNITIES PROJECT

COUNTRY: Republic of Cameroon

PROJECT NAME: Local Governance and Resilient Communities Project (PROLOG)

IDA CREDIT: No. 72130-CM

MISSION TITLE: RECRUITMENT OF TECHNICAL CONSULTANTS TO SUPPORT THE SOUTH-WEST REGIONAL COUNCIL IN THE PREPARATION OF ITS REGIONAL DEVELOPMENT PLAN (RDP)

REQUEST FOR EXPRESSIONS OF INTEREST

No. ____/ASMI/MINDDEVEL/PROLOG/UGP/SPM /2026 OF ____
FOR THE RECRUITMENT OF TECHNICAL CONSULTANTS TO SUPPORT THE SOUTH-WEST REGIONAL COUNCIL IN THE PREPARATION OF ITS REGIONAL DEVELOPMENT PLAN (RDP)

1. Context and Rationale

Cameroon has embarked on an irreversible path towards deeper decentralisation and the modernisation of local public management, as enshrined in the revised Constitution of 18 January 1996 and Law No. 2019/024 of 24 December 2019 establishing the General Code of Regional and Local Authorities (CGCTD). Pursuant to Article 269 of the CGCTD, the preparation and implementation of Regional Development Plans (RDPs) constitute a mandatory responsibility entrusted to Regional Councils.

The RDP serves as the single five-year strategic planning document bringing together all public and private interventions at regional level, while ensuring coherence between the National Development Strategy (NDS30) and basic local-level planning (Communal Development Plans - CDPs). It is within this institutional framework that the Local Governance and Resilient Communities Project (PROLOG) is supporting the North-West Regional Council in the preparation of its second-generation RDP.

2. Overall and Specific Objectives of the Study

- **Overall Objective:** To provide the North-West Regional Council with an approved, comprehensive and operational five-year strategic planning tool that reflects the aspirations of local populations and is aligned with the requirements of Results-Based Management (RBM).
- **Specific Objectives:**
 1. Conduct an integrated, participatory and gender-responsive territorial diagnosis, while building on the existing Community Action Plans (CAPs) and SIGCOM databases.
 2. Establish the region's biophysical and climate vulnerability profile, in conjunction with data from the National Observatory on Climate Change (ONACC).
 3. Define the regional forward-looking vision for 2035 and formulate appropriate strategic options.
 4. Translate the strategy into operational programmes in accordance with the MINDDEVEL template (1 Support Programme and 3 Operational Programmes), supported by a Medium-Term Budgetary Framework (MTBF) and a Medium-Term Expenditure Framework (MTEF).

3. Expected Results

- A comprehensive and validated territorial diagnosis, incorporating a rigorous SWOT analysis (Strengths, Weaknesses, Opportunities and Threats) and a preliminary GIS mapping atlas.
- A regional prospective and strategic vision document for 2035.
- A five-year action plan structured into operational project sheets, incorporating climate resilience considerations and the securing of transhumance corridors.
- A multi-year financial programming framework (MTBF/MTEF) and a regional mapping atlas.

4. Methodological Approach

The mission will be rigorously based on the seven (07) operational steps set out in the MINDDEVEL National Methodological Guide (July 2021):

1. *Step 1:* RDP framing and institutional launch (Orders establishing the steering bodies and framing note).
2. *Step 2:* Integrated territorial diagnosis and capitalisation of existing documentary and SIGCOM resources.
3. *Step 3:* Territorial foresight and development of the Regional Vision 2035.
4. *Step 4:* Synthesis of key issues, setting of SMART objectives and organisation of Divisional Conferences for Regional Development (in the 6 divisions of the South-West Region: \$ Fako, Meme, Manyu, Ndian, Lebialeme and Kupe-Manenguba).
5. *Step 5:* Formulation of programmes and the five-year action plan.
6. *Step 6:* Budgetary framework, preparation of the MTBF/MTEF and financing strategy.
7. *Step 7:* Implementation, monitoring and evaluation framework, adoption by the Regional Council and approval by the supervisory authority.

5. Contractual Deliverables

- **Deliverable 1 (Month 1):** Inception Report & Methodological Framing Note (including the orders establishing the steering bodies and the launch meeting report).
- **Deliverable 2 (Month 3):** Consolidated Regional Territorial Diagnosis Report & Preliminary Atlas.
- **Deliverable 3 (Month 4):** Regional Foresight & Strategic Choices 2035 Document (Logical Framework and summary of the Conferences).
- **Deliverable 4 (Month 6):** Final Approved RDP Dossier, MTEF/MTBF Template, A3 Laminated Mapping Atlas and Order Approving the RDP by the Supervisory Authority.

6. Duration of the Mission

The total implementation period of the mission for Lot No. 6 (South-West Region) is set at **six (06) calendar months** (i.e. 180 days), starting from the date of notification of the service order to commence the services.

7. Profile of the Technical Consultants and Team of Experts

The Technical Consultants shall demonstrate solid proven experience in regional strategic planning, spatial planning, financial engineering (MTEF) and geographic information systems (GIS). The key team of resident experts to be mobilised shall include, at a minimum, the following profiles:

- **01 Senior Team Leader (Regional Planner):** Holder of at least a Master's degree (GCE A/L + 5 years of professional training) in Planning, Spatial Planning, Development Economics or equivalent, with at least **15 years** of general professional experience in coordinating macro-economic studies or territorial planning, and having successfully led

at least two (02) similar missions for the preparation of strategic planning documents (CDP/RDP/NDS).

- **01 MTEF Financial Economist Specialist:** Holder of a Master's degree (GCE A/L + 5 years of professional training) in Economics, Public Finance or Project Management, with at least **10 years** of experience in medium-term budgetary framework (MTBF/MTEF) and public investment programming.
- **01 Geomatics / PostGIS GIS Expert:** Holder of a Master's degree (GCE A/L + 5 years of professional training) in Geography, Cartography, GIS or Surveying, with at least **8 years** of experience in geospatial data processing and thematic mapping applied to local development.
- **01 Socio-Economist / Gender Specialist:** Holder of a Master's degree (GCE A/L + 5 years of professional training) in Sociology, Community Development or Social Sciences, with at least **8 years** of experience in participatory surveys, facilitation of local consultations and gender mainstreaming.
- **01 Specific Thematic Expert (Pastoralism, Climate & Land):** Holder of a Master's degree (GCE A/L + 5 years of professional training) in Agronomy, Forestry, Natural Resource Management or Climatology, with at least **8 years** of experience in climate vulnerability analysis, management of pastoral resources and land tenure security (a profile particularly required in view of the realities of the South-West Region).

8. Selection Process

The selection of the Technical Consultants will be conducted using the **Consultants' Qualifications Selection (CQS)** method, in accordance with the applicable guidelines and procedures (September 2025 edition). The consultant will be invited to submit its technical and financial proposal on the basis of the shortlist established following this request for expressions of interest.

9. Detailed Composition of Application Documents

Expressions of interest must be submitted by email no later than **fourteen (14) days from the date of publication** of this notice in the Cameroon Tribune daily newspaper, i.e. 14/09/2025, at 3:30 p.m. (local time), by email (PDF file), and shall comprise the following documents:

- **File No. 1: Administrative Documents**
 - Valid administrative documents required for national or international firms (certificate of non-bankruptcy, certificate of non-exclusion from public contracts, trade registration certificate, etc.).
- **File No. 2: Technical Documents (Profile and References of the Firm)**
 - A presentation note on the firm (articles of association, organisational structure, logistical and material resources).
 - Detailed and signed CVs of the proposed key experts, accompanied by copies of the required diplomas.
 - **Strict requirement for supporting evidence of references:** Each reference for a similar mission presented by the firm must imperatively be supported by the joint submission of:
 1. The **duly signed contract** between the parties (specifying the contract amount, scope of services and implementation dates).
 2. The **provisional/final acceptance certificate** or a **certificate of satisfactory completion** issued by the Project Owner or the final client.

(Any project presented without these two supporting documents jointly submitted will not be taken into account in the technical evaluation.)

- **File No. 3: Financial Documents (Indicative / Statement of Intent)**

- A financial approach proposal.

N.B: for validation, each reference must be justified by the following elements:

- Copy of the first page and last page signed. These references must be clear and legible;
- Photocopies of acceptance reports or completion certificates issued by the Project Owner or his services, or certificates of release of retention guarantee.

In order to carry out this study, interested firms must demonstrate proven skills and experience in the field.

Consultants will be invited to develop their own methodology, as well as their plan for mobilising experts, the level of effort and working method for carrying out the assignment.

The experts proposed by the firm must have complementary profiles and the following minimum qualifications: (See ToR)

In addition, all consultants must demonstrate:

- Strong knowledge of data analysis and the detailed presentation of results;
- Proven experience in providing support;
- Good writing and synthesis skills.

A good knowledge of the Cameroonian context is an asset.

NB: No physical files will be accepted at the PMU or RCUs. Only electronic files that comply with the above format will be evaluated.
And bear the mention:

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THE NATIONAL COORDINATOR

