

REPUBLIQUE DU CAMEROUN  
Paix – Travail – Patrie  
MINISTRE DE L'ECONOMIE, DE LA PLANIFICATION  
ET DE L'AMENAGEMENT DU TERRITOIRE  
COMITE TECHNIQUE DE SUIVI  
DES PROGRAMMES ECONOMIQUES  
PROJET FILETS SOCIAUX



REPUBLIC OF CAMEROON  
Peace – Work – Fatherland  
MINISTRY OF ECONOMY, PLANNING AND  
REGIONAL DEVELOPMENT  
TECHNICAL FOLLOW UP COMMITTEE  
FOR ECONOMIC PROGRAMS  
SAFETY NET PROJECT

## SAFETY NET PROJECT - PROJECT MANAGEMENT UNIT (PMU)

CALL FOR EXPRESSIONS OF INTEREST N°003/ASMI/MINEPAT/CTS/PFS/UGP/2022 OF 19th JULY 2022 FOR RECRUITMENT OF THREE NATIONAL INDIVIDUAL CONSULTANTS RESPONSIBLE FOR SUPPORTING THE SAFETY NET PROJECT MANAGEMENT UNIT IN THE PREPARATION OF THE IMPLEMENTATION OF YOUTH ECONOMIC INCLUSION PROGRAM, THE DIGITAL PAYMENT SYSTEM AND THE BUSINESS PLAN COMPETITION FOR PREPARATION OF THE ADAPTIVE SAFETY NET AND ECONOMIC INCLUSION PROJECT  
IDA Grant N°D2980-CM

### CONTEXT AND JUSTIFICATION

The Government of the Republic of Cameroon has obtained a Grant from International Development Association (IDA) for financing of the Safety Net Project and intends to use a part of the amount of this Grant to carry out the payments under contracts relating to the services of three national individual consultants responsible for supporting the Project Management Unit (PMU) respectively in (i) the preparation of the implementation of the youth economic inclusion Program, (ii) the preparation for the implementation of the digital payment Device and (iii) the preparation for the implementation of the business plan Competition under the Adaptive Safety Net and Economic Inclusion Project. The social safety Net have positive short-term effects and a positive medium-term impact on the beneficiaries and they allow the Government to achieve its poverty reduction objective.

To ensure the sustainability of the activities of the Safety Net Project, the Government is setting up with the World Bank, a new project the **Adaptive Safety Net and Economic Inclusion Project**. This project will enable among other things: (i) to continue supporting 150,500 as poor households as it has been done in the three programs of the current Safety Net Project in all the regions of the country, (ii) to provide support to 65,000 young workers aged 18 to 35 years old in the informal sector who are « subsistence entrepreneurs » (i.e. working on their own account due to lack of opportunities or skills) in urban areas, (iii) to provide supports to 2,000 young entrepreneurs aged 18 to 35 years old with promising business projects in targeted and priority productive sectors for the government, (iv) to provide support for the creation of a Unified Social Register (RSU) which will serve as a social information system supporting the processes of identification, registration and assessment of the needs and conditions of poor and vulnerable population and (v) to generalize electronic payment monetary transfers to beneficiaries of the Safety Net Project.

The new Project includes 5 components namely: Component 1 « Adaptive Safety Net Project », Component 2 « Economic inclusion of young people and entrepreneurship », Component 3 « Shock-responsive digital delivery systems », Component 4 « Project management and coordination support », Component 5 « Emergency response component (CERC) ». With particular reference to Component 2, it comprises two Sub-components: Sub-component 2.1: Economic inclusion of youth and Sub-component 2.2: business plan Competition. For the PMU to ensure proper preparation of the Adaptive Safety Net and Economic Inclusion Project, it is necessary that it has consultants who will have to support in the preparation of (i) the implementation of the digital payment Device, (ii) the implementation of the youth economic inclusion Program and (iii) the implementation of the business plan Competition.

**POSITIONS, MISSIONS AND PROFILES OF CONSULTANTS**  
National Consultant in charge of supporting the PMU in the preparation of the implementation of the youth economic inclusion Program (Sub-component 2.1) within the framework of the Adaptive Safety Net and Economic Inclusion Project

#### Missions

The Consultant is expected to provide technical support to the PMU in the design and preparation phase for the implementation of the inclusion youth economic Program. Its intervention will include, among other things: (i) the participation in the development of the Operations Manual,

especially in the chapter on economic inclusion Program, (ii) the participation in the development of related materials to the Operations Manual, (iii) the development of terms of reference for all activities that require them, (iv) carrying out any other activity requested by the PMU Coordinator.

Therefore, he must:

• Consolidate and finalize the Operations Manual of the youth economic inclusion Program;

- Develop technical tools and materials for the implementation, including as a priority: An approach for carrying out geographical targeting, tools for selecting beneficiaries: application files, file analysis grid, management methods excess demands;
- Write the ToRs to recruit consultants in charge of developing educational tools and more especially: (i) ToRs for the production of 10-15 mm film script showing the success of a young person and the trajectories of plausible success in the context; (ii) ToRs to recruit a GERMÉ consultant/trainer in charge of developing the technical guide for field facilitators; (iii) ToRs to recruit a consultant/trainer in life skills in charge of developing the technical guide for use by field facilitators;
- Write the technical specifications for the recruitment of NGOs in charge of implementing activities in the field and develop an analysis and selection grid based on objective criteria.

#### Profile of consultant

The consultant must have the qualifications and skills listed below:

- hold a diploma of five years of higher education in one of the following fields: economics, social sciences, engineering or in another related field;
- hold an experience of at least five (5) years in the formulation or in the implementation of development projects;
- provide evidence of at least five (5) years of experience in projects with a livelihood support and promotion component for the establishment of productive activities, preferably in urban areas;
- have knowledge of at least one of the three major activities of economic inclusion (SIYB, Life Skills, Coaching);
- have excellent organizational skills, including the ability to facilitate communication between work teams);
- have excellent computer skills and in particular applications software (Word, Excel, PowerPoint, Internet, etc.);
- have a very good oral and written mastery of french or english;
- have the ability to work independently and under pressure;
- proof of an experience of having worked with or within a Civil Society Organization or NGO is an asset;
- have a good experience in social safety net programs is an asset.

**National Consultant in charge of supporting the PMU in the preparation of the implementation of the digital payment Device (Sub-component 3.2) of the Adaptive Safety Net and Economic Inclusion Project**

#### Missions

The Consultant is expected to provide technical support to the PMU in the design and preparation phase for the implementation of digital payment Device. His intervention will include, among others: (i) the participation in the development of the Operations Manual, particularly in the chapter on the digital payment system, (ii) the drafting of terms of reference and specifications, in particular on the

recruitment of payment agencies, (iii) the supervision of the mapping activity, (iv) carrying out any other activity requested by the PMU Coordinator.

• **As part of the technical support to PMU in the design and preparation phase of the implementation of digital payment device both at the pilot phase and at the scaling level, he will ensure:**

- the supervision of the work of mapping the infrastructures necessary for electronic payment (electricity, the mobile phone network, payment points and identification centers) which will be carried out in all the municipalities of the country by designated consultants;

- the contribution to the development of the execution procedures Manual of the Sub-component 3.2;
- the preparation of the pilot phase of digital payment;

- the development of terms of reference to all activities that require it;
- carrying out any other activity requested by the PMU Coordinator.

• **As part of the support to the preparation for the selection and contracting of payment agencies, he will ensure:**

- the description of an electronic payment agency model for the Safety Net Project (economic and legal nature, hardware and software infrastructure, distribution networks information system, management of the relationship with beneficiaries, incidence management system and complaints);
- the development of the Specifications for payment Agencies and the training Manual for payment Agencies;
- the estimation of transfer costs including associated taxes and possible difficulties in opening electronic payment accounts;
- the support in the formulation of contractual clauses with payment agencies (service quality level agreements, Key Performance Indicators (KPI), penalties, etc.).

#### Profile of consultant

The consultant must have the qualifications and skills listed below:

- hold a diploma of five years of higher education in one of the following fields: telecom engineering; electronic banking engineering; computer engineering; statistician engineering or in another related field;
- proof of at least 5 years' experience in operation related to digital payments;
- having an experience in the deployment of cash transfer payment projects would be an asset;
- having an experience in digital payment information systems would be an asset;
- having a good knowledge of the regulatory and legal framework of the financial sector that promotes digital payments would be an asset;
- have excellent organizational skills; including the ability to facilitate communication between work teams;
- have excellent computer skills and in particular applications software (Word, Excel, PowerPoint, Internet, etc.);
- have a very good oral and written mastery of french or english;

**National consultant in charge of supporting the PMU in the preparation of the implementation of the business plan Competition (sub-component 2.2) within the framework of the Adaptive Safety Net and Economic Inclusion Project**



**Missions**

The Consultant is expected to provide technical support to the PMU in the design and preparation phase of the implementation of the business plan Competition Program. His intervention will include, among others: (i) the participation in the development of the Operations Manual, in particular the chapter on the business plan Competition, (ii) the participation in the development of tools related to the Operations Manual, (iii) the terms of reference and possible specifications related to service providers who could be mobilized for the implementation, (iv) carrying out any other activity requested by the PMU Coordinator.

- As part of the Support for the finalization of the design and preparation of business plan Competition, the consultant should:
  - Support the PMU to identify expectations and possible collaboration synergies at central and regional level;
  - Support the PMU in identifying the various public and private actors that may intervene throughout the business plan Competition, as well as their future role and responsibility in the implementation of the sub-component;
  - Contribute to the drafting of the Operations Manual to define in detail the implementation of the sub-component of the business plan Competition including the attached documents in particular the call for applications model and the business plan model;
  - Prepare terms of reference for all activities that will require them;
  - Prepare any specifications for all service providers who will require them;
  - Prepare the elements for the procurement for the selection of providers of the business plan Competition Program.
- As part of the other preparatory activities for the implementation of the business plan Competition, the consultant must support the PMU in the preparation of any

other document and necessary report such as the Manual for monitoring and supporting the implementation process of the component and other activity that the PMU may entrust to him.

**Profile of Consultant**

The consultant must have qualifications and skills listed below:

- hold a diploma of five years of higher education in one of the following fields: economics, management, management/business administration, engineering or equivalent training;
- Have an experience of at least five (5) years in the formulation or implementation of projects relating to entrepreneurship, inclusion of youth and development of the private sector;
- Proof of an experience in a project funded by donors;
- Have an experience and good knowledge of the local entrepreneurship ecosystem;
- Have excellent organizational skills, including the ability to facilitate communication between work teams;
- Have the ability to work independently and under pressure;
- have excellent computer skills and in particular applications software (word, Excel, PowerPoint, Internet, etc.);
- have a very good oral and written mastery of french or English.

**TERMS OF SELECTION OF CONSULTANTS**

The consultant will be selected in accordance with the procedures defined in the "Procurement regulations for IPF borrowers, Procurement in Investment Project Financing, Goods, Works, Non consulting and Consulting services, July 2016 revised November 2017 and August 2018.

**WORK PLACE**

The consultant will work in Yaounde at the Project Management Unit's headquarters.

**CONTRACT DURATION**

The duration of the contract is 4 months. Following this contract and on the basis of his performance, the consultant may be recruited at full-time within the PMU as Responsible of the sub-component concerned.

Interested consultant may withdraw the Terms of reference at any working days from the date of publication of this notice between **8 a.m to 4 p.m at the Safety Net Project Management Unit located in Bastos district in Yaounde, behind Bastos factory, P.O Box: 5838 Yaounde (Cameroun), Tel: (237) 222 21 92 25, Email: projet.filetsocialux@gmail.com.**

Application files must include (i) a cover letter, (ii) a detailed curriculum vitae with mention of three professional references and the list of similar services references, (iii) certified copies of diplomas and photocopies of certificates for the declarations appearing in the CV must be deposited in 4 copies (1 original and 3 copies) at the address mentioned above, latest on Thursday 4th august at 12 a.m, local time with the mention:

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APPLICATION FILE FOR THE STREAM .....

THE COORDINATOR  
NJOH Michel