



Cameroon-IFAD Cooperation

Youth Agropastoral Entrepreneurship Programme (AEP-Youth)



CALL FOR EXPRESSION OF INTEREST No. 1003 /AMI/MINADER-MINEPIA/PEA-
JEUNES/CN/SPM/RAF/ 2021 OF 11 MAY 2021 FOR THE RECRUITMENT OF AN AUDIT
FIRM TO AUDIT THE FINANCIAL STATEMENTS AND RELATED NOTES OF THE YOUTH
AGROPASTORAL ENTREPRENEURSHIP PROGRAMME FOR THE 2021 AND 2022 FINANCIAL
YEARS.

Funding: IFAD loan agreement NO. 2000001964 CM- PTBA code D1416

I. BACKGROUND AND JUSTIFICATION

On 12 February 2015, the Government of the Republic of Cameroon signed Loan Agreement No. 2000000758 with the International Fund for Agricultural Development (IFAD) for the financing of the Youth Agropastoral Entrepreneurship Programme (AEP-Youth) covering a period of 6 years divided into two funding cycles of three years each for a total amount of \$ 71.9 million USD including a counterpart contribution of \$ 9.9 million from the Government of Cameroon.

The amendment to the financing agreement was signed on 09 December 2019 bearing reference No. 2000001964.

In accordance with the Loan Agreement and the letter to the borrower, the National Coordination of the Programme intends to recruit an independent audit firm to verify the accounts, records and financial statements closed on 31 December 2021 (respectively 31 December 2022) in accordance with the IFAD Handbook for Financial Reporting and Auditing.

II. PURPOSE OF THE CALL FOR EXPRESSION OF INTEREST

The purpose of this call for expression of interest is to pre-select qualified Audit Firms to participate in the subsequent Request for Proposals (RFP) for the audit of the financial statements and related notes of the AEP-Youth Programme for the 2021 and 2022 financial years.

The Terms of Reference (ToR) of this external audit mission may be consulted at the National Coordination and Management Unit (CNCG) of the AEP-Youth Programme on working days (Monday to Friday) from 9:00 a.m. to 3:30 p.m.

III. PARTICIPATION

Participation in this call for expression of interest is open to Cameroonian or foreign audit firms with proven experience in the external auditing of projects / programmes funded by international donors.

IV. COMPOSITION OF THE APPLICATION FILE

Interested audit firms should provide information indicating that they are legally established and qualified to perform the services and should submit a file comprising two envelopes, one containing the administrative file (envelope A) and the other containing the technical file (envelope B):

- The administrative file comprising the originals or legalised copies of the following documents issued within the last 3 months: (i) for nationals: a cover letter stating that the Audit firm

intends to submit an application for the Request for Proposals (RFP) if pre-selected, the address (location map and certificate of location) and company name of the tenderer, the statutes or texts justifying the existence of the firm; the association agreement if applicable; a certificate of non-bankruptcy issued by the Court Registry of the headquarters of the bidder; a valid copy of certificate of registration; a valid copy of certificate of non-indebtedness; a certificate of affiliation to the NSIF issued for this notice of expression of interest; a certificate of non-exclusion from public contracts issued by the Public Contracts Regulatory Agency (ARMP); an authorisation of verification of references duly signed by the head of the firm or by the representative of the group of firms. (ii) **for foreigners:** Trade register, certificate of non-tax indebtedness and non-bankruptcy.

- A technical file comprising: a presentation of the Audit firm with the areas of activity highlighting its general experiences in auditing and specific experience in the auditing of projects; references relating to the execution of similar contracts with supporting documents (names of clients, copies of contracts showing the purpose of the services delivered (first page and signature page), Minutes of the acceptance of work / attestations of proper performance of different contracts (and other relevant documents), the list of key personnel comprising at least four members including a Head of Mission who should be a chartered accountant (GCE A/L + 5 years of studies, at least 10 years of experience), an Expert in the auditing of public contracts (GCE A/L+ 5 years of studies, at least 5 years of experience) and two Senior Auditors (GCE A/L+ 5 years of studies, at least 6 years of experience); for each member of the team: certified copies of diplomas, dated and signed CV, dated and signed certificate of availability.

V. QUALIFICATION CRITERIA

1. Elimination criteria

Incomplete or falsified administrative file after the expiry of the 48-hour moratorium; Technical score less than 80/100

2. Prequalification criteria

The prequalification criteria for the constitution of the shortlist are as follows:

	Points
• Presentation of the bid	05 points
• References of the audit firm	60 points
- General experiences (Auditing of development projects)	20 points
- Specific experiences relevant to the mission (Auditing of projects funded by loans from International Financial Institutions)	40 points
• CVs of key personnel	35 points
- Team leader: Certified chartered accountant	15 points
- A public procurement auditor	10 points
- Two (2) Senior Auditors (Accountants and finance experts)	10 points
Total:	100 points

A maximum of six (06) Audit firms with the highest scores out of 100 will be retained and invited to submit applications for the Request for Proposals for the rest of the procedure.

Only bidders who have achieved the minimum technical score required (80/100) will be considered.

VI. SUBMISSION OF TENDERS

1. The National Coordinator of of the AEP-Youth Programme invites interested Audit firms to submit their expressions of interest written in French or in English in four (04) copies (one original and three (03) copies) marked as such to the National Programme Coordination and Management Unit, located at Bastos, at the entrance opposite MEUMI Palace Hotel, P.O. Box 35157 Yaoundé Tel: (237) 222 20 90 90 - FAX : (237) 222 21 91 87; Email: contact@pea-jeunes.org at the latest twenty one calendar days after the date of this publication at 2 p.m. including the wording:

"CALL FOR EXPRESSION OF INTEREST No. ¹⁰⁰³ / AMI/MINADER-MINEPIA/PEA-JEUNES/CN/SPM/RAF/2021 OF 11 MAY 2021 FOR THE RECRUITMENT OF AN AUDIT FIRM TO AUDIT THE FINANCIAL STATEMENTS AND RELATED NOTES OF THE YOUTH AGROPASTORAL ENTREPRENEURSHIP PROGRAMME (AEP-YOUTH) FOR THE 2021 AND 2022 FINANCIAL YEARS"

"Only to be opened in the bid opening session"

VII. PUBLICATION OF RESULTS

The publication of the Request for Proposals (RFP) will include the results of this call for expressions of interest.

Done at Yaoundé, on the 11 MAY 2021

THE NATIONAL COORDINATOR



COPIES:

- ARMP (for publication in the public procurement bulletin and archiving)
- Cameroon tribune (for publication)
- IFAD Country Office for website
- Archive
- Posters