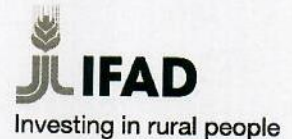




## Cameroon-FIDA Cooperation

### Youth Agropastoral Entrepreneurship Program (AEP-Youth)



**CALL FOR EXPRESSION OF INTEREST No. ...0004.... / AMI/MINADER-MINEPIA/PEA-JEUNES/CN/SPM/RAF/2020 OF ...29 June 2020... FOR THE RECRUITMENT OF AN AUDIT FIRM TO AUDIT THE FINANCIAL STATEMENTS AND RELATED NOTES OF THE YOUTH AGROPASTORAL ENTREPRENEURSHIP PROGRAMME FOR THE 2020, 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 67 million USD including a counterpart contribution of 9.9 million USD from the Government of Cameroon. The amendment to the financing agreement was signed on 09 December 2019 bearing reference No. 2000001964. In keeping 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 2020.

#### 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 2020, 2021 and 2022 financial years.

#### 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 audit 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 should comprise the following documents in original or legalised copies 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 bidder, the statutes or texts which justify 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; valid copies of the following two documents certified by the tax department: taxpayer's card and certificate of non-indebtedness; a certificate of submission 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

certificate of non-indebtedness; a certificate of submission 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); the 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 attestation of non-bankruptcy.

- A technical file comprising: an information note on the Audit firm with the areas of activity highlighting its general experiences in auditing and specific experiences in the auditing of projects; references concerning the execution of similar contracts with supporting documents (names of clients, copies of contracts showing the purpose of the services delivered, Minutes on the acceptance of work / attestations of proper performance of assignment and other relevant documents), the list of key personnel comprising at least four members including a Head of Mission (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;
- Firm references score less than 50/65
- Key staff score below 20/30
- Final score below 75/100

### 2. Qualification criteria

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

	<u>Points</u>
▪ <b>Presentation of the bid</b>	<b>05 points</b>
▪ <b>References of the audit firm</b>	<b>65 points</b>
- General experiences (Auditing of projects)	10 points
- Specific experiences relevant to the mission	55 points

(Auditing of projects funded by loans from International Financial Institutions)

▪ <b>CVs of key personnel</b>	<b>30 points</b>
- Head of Mission: Certified chartered accountant	15 points
- A public procurement auditor	05 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.

## VI. SUBMISSION OF TENDERS

1. The National Coordinator 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 at the National Programme Coordination and Management Unit, located at Bastos, at the FAO Office entrance opposite MEUMI Palace Hotel, P.O. Box 35157 Yaoundé Tel: (237) 222 20 90 90 -

FAX : (237) 222 21 91-87; Email: adpeajeunes@gmail.com at the latest fourteen calendar days after the date of this publication at 2 p.m. Including the wording:

"CALL FOR EXPRESSION OF INTEREST No. **0004** / AMI/MINADER-MINEPIA/PEA-JEUNES/CN/SPM/RAF/2020 OF **29 JUN 2020**. FOR THE RECRUITMENT OF AN AUDIT FIRM TO AUDIT THE FINANCIAL STATEMENTS AND RELATED NOTES OF THE YOUTH AGROPASTORAL ENTREPRENEURSHIP PROGRAMME FOR THE 2020, 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 **29 JUN 2020**

THE NATIONAL COORDINATOR

### COPIES:

- ARMP (for publication and archiving)
- Cameroon Tribune (for publication)
- IFAD Country Office for the site
- Posting on notice board
- Archives



*Beld Como Alfred*  
Ingenieur des Industries Animales  
Coordonnateur National  
PEA - Jeunes