



**Cameroon-FIDA Cooperation**  
**Youth Agropastoral Entrepreneurship**  
**Programm (AEP-Youth)**  
Under the MINADER and MINEPIA co-supervision



0005  
09 SEP 2020

**CALL FOR EXPRESSION OF INTEREST No...../AMI/MINADER-  
MINEPIA/PEA-JEUNES/CN/SPM/RAF/2020 OF ..... FOR  
THE RECRUITMENT OF AN AUDIT FIRM FOR THE INTERNAL  
AUDITING OF THE YOUTH AGROPASTORAL ENTREPRENEURSHIP  
PROGRAMME FOR THE 2020 AND 2021 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 from the Government of Cameroon. The amendment to the financing agreement was signed on 09 December 2019 bearing reference No. 2000001964.

Recommendation 3 was made following the concluding agreement on the evaluation of the strategy and country programme. The aim of the third recommendation was to ensure that funding reaches the target populations quickly and fully by accelerating the commencement of the project, the implementation of interventions and rationalisation of operating costs. To this end, the State of Cameroon was called upon to exercise more stringent control over the fiduciary management of the projects, in particular over operating expenses, by establishing the function of internal auditor and audit committee in addition to annual external accounting and financial audits. This recommendation resulted, on the one hand, in the strengthening of the role of the Ministry of Economy, Planning and Regional Development (MINEPAT) in the monitoring of projects and the involvement of the Unit for Audits and Impact Analysis (CAAI) of the said ministry in the follow-up of the AEP-Youth Programme, on the other hand.

In June 2019, MINEPAT appointed a team of auditors comprising of a team leader and two members charged with implementing the internal audit function within the AEP-Youth Programme. This team carried out an initial audit of the financial, accounting, organisational and technical performance of the programme for the period from 2016 to the end of March 2019.

Mindful of the shortcomings noted on the contract and the internal audit report, the last joint IFAD/government supervisory mission of the AEP-Youth Programme of 2 to 13 December 2019 recommended that a firm should be recruited and charged with the quarterly internal audit of the AEP-Youth Programme in order to transform the current mission of the CAAI into a mission responsible for reviewing the quality of audit reports prepared by external service providers.



## II- PURPOSE OF THE CALL FOR THE EXPRESSION OF INTEREST

The purpose of this call for the expression of interest is to pre-select Audit Firms that are qualified to participate in the subsequent Request for Proposals (RFP) for the internal audit of the AEP-Youth Programme for the 2020 and 2021 financial years. The Terms of Reference (ToR) of the internal 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 the expression of interest is open to Cameroonian or foreign audit firms with proven experience in the accounting and financial 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 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 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 non-bankruptcy.
- ✓ **A technical file** comprising an information note on the Firm highlighting areas of activity and general experiences in auditing and specific experiences in project auditing; references relating to the implementation of similar contracts with supporting documents (names of clients, copies of contracts showing the aims of the services, minutes of reception/certificates of proper execution of the contracts and other relevant documents) and detailed CVs of key personnel.

**Note:** For each staff member, provide certified copies of diplomas, dated and signed CV, dated and signed certificate of availability.



## V- QUALIFICATION CRITERIA

### V.1. Elimination criteria

- ✓ Incomplete or falsified administrative file after the expiry of the 48-hour moratorium;
- ✓ Absence of a sworn declaration by which the bidder certifies that he has not abandoned the implementation of any contract in the last three (03) years, but also that it is not included in the list of defaulting companies established annually by MINMAP and that MINMAP does not have any ongoing proceedings against them ;
- ✓ Technical score less than 80 points out of 100.

### V.2. Prequalification criteria

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

CRITERIA	POINTS
<b>Presentation of the bid</b>	<b>05 points</b>
<b>References of the audit firm</b>	<b>60 points</b>
<i>General experiences (Auditing of development projects)</i>	<i>20 points</i>
<i>Specific experiences relevant to the mission (Auditing of projects funded funded by International Financial Institutions)</i>	<i>40 points</i>
<b>CV of key personnel</b>	<b>35 points</b>
<i>Team leader</i>	<i>25 points</i>
<i>Two (2) Senior Auditors (accountants and finance experts)</i>	<i>10 points</i>
<b>TOTAL</b>	<b>100 points</b>

A maximum of six (06) audit firms with a minimum score of 80 points out of 100 shall be selected and invited to submit applications in response to the Request for Proposals for the rest of the procedure.

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

## VI- SUBMISSION OF TENDERS

The National Coordinator of the AEP-Youth Program 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 Program Coordination and Management Unit, located at Bastos, at the entrance opposite MEUMI Palace Hotel, P.O. Box 35 157 Yaoundé Tel: (237) 222 20 90 90 - FAX: (237) 222 21 91 87; E-mail: [contact@pea-jeunes.org](mailto:contact@pea-jeunes.org) latest fourteen calendar days after the date of publication of this Call for the Expression of Interest at 2 p.m. including the wording:



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**"CALL FOR EXPRESSION OF INTEREST No...../AMI/MINADER-MINEPIA/PEA-  
JEUNES/CN/SPM/RAF/2020 OF 09 SEP 2020 FOR THE RECRUITMENT OF AN AUDIT FIRM  
FOR THE INTERNAL AUDIT OF THE YOUTH AGROPASTORAL ENTREPRENEURSHIP  
PROGRAMME FOR THE 2020 AND 2021 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 Yaounde, on 09 SEP 2020

**THE NATIONAL COORDINATOR**

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**BELA TOMO Alfred**