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Terms of Reference (ToR) for the Hiring of an Implementing Partner to Set Up and Manage One Dialogue Platform for Farmer-Grazier Conflict Management and Peacebuilding in Wum (NWR)

Duration: 120 days

Start date of mission: 01 April

Background/Context

Cameroon has been experiencing armed conflict in the North-West and South-West Regions since 2017. This conflict has caused a huge death toll in both civilian and combatant populations, significant economic decline, growing underdevelopment, pain and suffering in affected communities, and a breakdown in social cohesion.

The government of Cameroon and UNDP collaborated in the formulation of the Presidential Plan for Reconstruction and Development (PPRD) of the North West (NW) and South West (SW) Regions. The PPRD feeds into the government's efforts to resolve the current crisis. It is against this backdrop that UNDP has engaged in recovery activities in both regions. The objective of this plan is to strengthen institutions and processes that facilitate peacebuilding and resilience through the following three pillars:

- (i) Strengthening social cohesion
- (ii) Rehabilitation of damaged infrastructure
- (iii) Revitalization of the local economy

The PPRD plan will be implemented in phases, and the first phase which is expected to cover two to three years will focus mainly on Recovery. This will complement and reinforce current humanitarian efforts by supporting the transition towards civilian led recovery and social cohesion, and ultimately the return to normalcy for the Anglophone regions. UNDP will focus in this first phase of the PPRD on the human and social aspects of recovery.

Justification

- The creation of a dialogue platform for farmer-grazier conflict management in Wum (Menchum Division) is a demand-driven project that reflects the specific needs expressed by key stakeholders in the region. Therefore, it supports the demand-driven and community ownership philosophy of the Recovery Programme of the PPRD.
- UNDP seeks to reactivate the NGO and CBO network to support local communities based on a non-partisan needs-based approach. The hiring of an implementing partner to coordinate and manage a dialogue platform in Wum will strongly support this goal.

- Targeted attacks against farmer and grazier communities have increased in the region, with some of them leading to deaths, breakdown in social cohesion and loss of property. The creation of this platform will help support efforts to re-establish social cohesion, support peacebuilding efforts, mitigate the impact of conflict and build community resilience.
- UNDP and international partners have collectively agreed that it is necessary and urgent to set the population of the NW Region on an upward trajectory towards lasting prosperity, wellbeing, and the creation of an enabling environment. This cannot be achieved with escalating micro and macro conflicts in the region. Dialogue-intensive initiatives to help build peace and manage conflicts will help affected communities in Wum to create and support an enabling environment for social cohesion and hopefully development.
- The creation of this dialogue platform to support social cohesion and conflict management is in line with the UN's fundamental premise that the Sustainable Development Goals (SDGs) simply cannot be attained without due attention to conflict and its effects. The creation of this platform also contributes to infrastructures for peace (I4P) initiatives.
- Output 1.3. of the Annual Workplan for the Social Cohesion Pillar focuses on the need to build the capacities of communities to provide, lead and coordinate dispute resolution processes. The engagement of an implementing partner to support farmer-grazier conflict resolution processes will help build social cohesion, local peacebuilding, and resilience.

Objectives

The implementing partner is expected to use the dialogue platform to help achieve the following objectives:

- Facilitate and actively support relationship building between and among representatives of both farmer and grazier communities in Wum.
- Improve understanding of historical context of farmer-grazier conflict in the area
- Help improve understanding on the role of political elite, municipal authorities, traditional authorities, and religious authorities in farmer-grazier conflicts in the area.
- Identify the nexus between pre-existing farmer-grazier conflicts and the current armed conflict in the area and support the decoupling of this nexus.
- Support and facilitate the de-escalation of farmer-grazier conflicts in the Wum area.
- Facilitate and manage peacebuilding for both communities in the area.
- If possible, facilitate and support the signing of a common memorandum of understanding or a peace agreement between both communities in Wum.
- Improve reporting on the conflict dynamics in the Wum area.
- Brief profiling influential actors in both communities for future engagement.

Duties and Responsibilities

The selected implementing partner will work under the direct supervision of the Social Cohesion Expert and under the overall supervision of the Recovery Programme Project

Manager. He/She will be expected to deliver on the following expected results and deliverables:

Expected Results

- Select influential representatives from both farmer and grazier communities in Wum for membership on dialogue platform.
- Organize, moderate, facilitate and manage dialogue platform.
- Engage platform members on building peace, deescalating conflict, and strengthening social cohesion in the Wum area.
- Report on project (successes, challenges, opportunities, testimonies, impact, resource management etc.)
- Suggest mechanism for ensuring sustainability of initiative at the end of the Recovery Programme funding period

▪ Deliverables

Output	Timeframe (Tentative)
<ul style="list-style-type: none"> - Finalization and submission of plan of action - Submission of list of platform participants (maximum 20 participants including traditional authority, women, youth and municipal authority where feasible) - Finalization of strategic approach to achieve objectives - One community outreach mission by representatives of each community to talk to their communities 	Month 1
<ul style="list-style-type: none"> - Platform meeting number one (one day) - Platform meeting number two (at least one week after first meeting) – one day - Review of approach (participatory and organizational) 	Month 2
<ul style="list-style-type: none"> - Platform meeting number three (one day) - Platform meeting number four (at least one week after third meeting) – one day - Review of approach (participatory and organizational) 	Month 3
<ul style="list-style-type: none"> - Platform meeting number five (focus on articulation of gains and sustainability of platform beyond funding stream) – one day - Second and last community outreach mission by representatives of each community to talk to their communities - Reporting on project (focus on gains, testimonies, resource management, community impact and testimonies etc.) 	Month 4

Competencies

Corporate Competencies:

- Demonstrates integrity by modelling the UN's values and ethical standards;
- Strong Programme design and management skills;
- Positive, constructive attitude and consistently approaches work with energy;
- Demonstrates openness to change and ability to receive / integrate feedback.

Functional:

- Professional experience;
- Able to manage conflicting deadlines and priorities;
- Able to coordinate activities such as missions, special events, etc.
- Able to assume full responsibility for activities, ensuring that mission objectives are met in a transparent and inclusive manner;
- Set clear goals and performance standards; perform responsibilities as it should be;
- Self-analysis of performance problems; seeking appropriate guidance and support.

Resource management:

- Strong organizational skills;
- Ability to work independently, produce high quality outputs;
- Solid opinion, strategic thinking and ability to manage competing priorities;
- Able to find creative solutions to daily problems, working in an ever-changing work environment.

Communication:

- Strong ability to write clearly and convincingly, adapting style and content to different audiences and speaking clearly and convincingly;
- Ability to produce high quality professional documents and products under pressure;
- Strong ability to present at meetings with the ability to adapt to different audiences;
- Strong analytical, research and writing skills with demonstrated ability to think strategically;
- Strong clear and fast communication skills;
- Strong interpersonal skills in negotiation and liaison

Required Skills and Experience

- The implementing partner should be a duly registered local NGO
- The NGO should have at least five years' experience in carrying out community-driven activities in Menchum Division
- The implementing partner should have previously successfully managed a donor-funded project funded in the area
- Membership of an association (or platform) of local NGOs or CSOs
- Proof of previous or current work with beneficiaries from both farmer and grazier communities
- Best value for money in budgeting
- Gender and human rights mainstreaming experience

Language Requirements

- Fluency in written and spoken English language is required.

Application Procedure

Interested NGOs must submit the following documents /information to demonstrate their qualification, experience and suitability to undertake the assignment. All supporting documents must be part of the detailed application package and uploaded as one document.

1. NGO creation and authorization documents
2. Supporting documents based on required skills and experience
3. References (credible people we can contact for information about your NGO)
4. Proposed work plan
5. Brief description of activity methodology (how the prospective implementing partner intends deliver on this project)
6. Financial Proposal that indicates the all-inclusive fixed total contract price supported by a breakdown of costs.

Incomplete proposals may not be considered. **All applications must be made on-line.**

Note: Please note you can upload only one document to this application (scan all documents in one single PDF file to attach).

Evaluation Method and Criteria:

Technical Criteria for Evaluation (Maximum 70 points):

Evaluation Criteria	Points
Duly registered local NGO (including duly registered CSOs and CBOs) operating in the NW Region	15 points
At least five years' experience in carrying out community-driven activities in Menchum Division	25 points
Proof of previous or current work with project beneficiaries from both farmer and grazier communities in Wum	20 points
Evidence of previous successful management of a donor-funded project in the area	20 points
Membership of a network of local NGOs or CSOs	5 points
Gender and human rights mainstreaming skills	15 points
Total	100 points

Implementing partners will be evaluated based on the following methodology :

Cumulative analysis

The award of the contract shall be made to the organisation whose offer has been evaluated and determined as (a) responsive/compliant/acceptable ; and (b) having received the highest score out of set of weighted technical criteria (qualification + interview) (70%) and financial criteria (30%). Financial score shall be computed as a ratio of the proposal being evaluated and the lowest priced qualified proposal received by UNDP for the assignment.

- Only applications which are responsive and compliant will be evaluated ;
- Only the top 3 candidates that have achieved a minimum of 70 points (70%) from the review of the education, experience, and language may be invited for an interview. Only candidates who pass 70% of technical evaluation will be evaluated further.

- Only candidates obtaining a minimum of 70 points (70% of the total technical points) would be considered for the Financial Evaluation.

For those who pass the technical and interview evaluation above, offers will be evaluated per the Combined Scoring method :

1. Technical evaluation (70%)
2. Financial evaluation (30%)

Applications should be sent via email to: procurement.cameroon@undp.org

NOTE: All these items should be sent as a **Single Attachment**, with **Recruitment of Farmer-Grazier Platform Implementing Partner - NW** in the subject line of the email.

For more information, please contact: procurement.cm@undp.org

The UNDP's General Principles include best value for money, fairness, integrity, and transparency.