



## RECRUITMENT OF ONE CIVIL SOCIETY ORGANIZATION (CSO) TO SUPPORT YOUTHS START UP IN THE NORTH WEST REGION OF CAMEROON

Date: 09/03/2021

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Country: Republic of Cameroon

**Description of the mission:** The selected Civil Society Organization CSO or Service Organization (SO) will provide technical expertise in the identification of pecuniary feasible entrepreneurial vocations / opportunities in the Region. The organisation will also carry out the selection, training, and mentorship of the beneficiaries. Training and mentorship will focus on enhancing business skills with cognitive and affective measures such as business management techniques, business intelligence, business performance, business IT, Partnership development and opportunity recognition; to behavioural measures such as start-up behaviour, entrepreneurial attitudes, and self-esteem amongst others. The CSO or SO will assist the trainees to develop feasible business plans that will be validated for funding by an ad hoc committee. The CSO or SO will then establish a mentorship strategy that will run for six (06) months to ensure full business insertion of the mentees.

The activities of the CSO or SO will be closely monitored and evaluated by UNDP Livelihood Expert in the North West Region. Selected candidate must come from all the Divisions of the north West Region.

Name of project: Recovery programme

Duration: 6 months

**Applications should be sent via email to: [procurement.cameroon@undp.org](mailto:procurement.cameroon@undp.org)**

**NOTE:** All these items should be sent as a **Single Attachment**, with **Recruitment of Civil Society Organizations (CSOs) to support the rehabilitation of farmlands in the north west region of Cameroon** in

the subject line of the email.

For more information, please contact: [procurement.cm@undp.org](mailto:procurement.cm@undp.org)

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### 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, economy, and livelihood revitalization, and ultimately the return to normalcy for the Anglophone regions. UNDP will focus in this first phase of the PPRD on the human, social, economy and livelihood aspects of recovery.

## **Justification and objectives**

### **Justification**

The socio-political conflict in the Northwest and Southwest has caused large-scale damage, spurred a humanitarian crisis, and exacerbated existing social tensions. The vulnerable populations urgently need to receive assistance and to recover from both the conflict and neglect.

In the economic sphere, the crisis has discouraged investments in this region. A fall in investments implies a rise in unemployment and a general fall in the standards of living. Also, most of the councils in this region find it difficult to settle their debts and pay their workers.

Another consequence is the near collapse of the tourism sector. Most of the recreational areas and tourist sites are abandoned or destroyed. Most of those in the working age group have migrated to other urban centers or regions leaving behind the old and women in the villages. This high migration implies less farm labor and consequently a fall in agricultural productivity in these regions."

The damage to the agricultural sector, which accounts for over 50% of employment in both the NW/SW, have placed many people out of work. Many agro-industries have been able to maintain their operations on the field. Their staff is thus affected by layoffs and reductions. This has increased unemployment rate especially amongst the youths with appreciable percentage being university graduates.

Youth Entrepreneurship creates employment opportunities for youth as well as the other young people they employ. This helps to bring ostracized youth back into the economic mainstream and address some of the socio-psychological problems and delinquency that arise from joblessness. Ignoring the youth employment challenge imposes not only widespread unhappiness and social discontent among youth, but also carries tremendous economic and social costs.

Entrepreneurship can lead to development of more industries, especially in rural areas or Regions disadvantaged by economic changes due to the crises by encouraging the processing of local materials into finished goods for domestic consumption and export.

Decent jobs for youths focus on interventions that are locally owned, aligned with national development priorities, and based on rigorous evidence of what works in different context

The Recovery program being executed by UNDP has therefore opted to promoting Youth Entrepreneurship which will help youths to develop new skills and experiences and promote innovation and resilience. As young entrepreneurs are particularly responsive to new economic opportunities and trends, they would be able to better adapt to the changing market. Youth Entrepreneurship is therefore an important tool in revitalizing the Region's economy. This is because each entrepreneur will bring about benefits not only for himself but for the municipality, Region, or country. As they are Self-employed, they often have better work satisfaction. These businesses will also create jobs for others as well. Youth

Emphasis will be placed on empowering youth through innovative use of technology, from promoting skills development and employment creation through IT, to jobs in service provision and recovery, and enterprise and cooperative development.

It is of paramount importance on the part of poor and low-income youth to have increased sustainable access to appropriate demand-driven financial products (and non-financial services)

### **Objectives**

To recruit a the Civil Society Organization CSO or Service Organization (SO) to support youths by imparting Knowledge and skills intended to create jobs, increase innovations, raise competition, respond to changing economic opportunities and trends and to fight social and financial exclusion of the youths. This will promote of full, productive, freely chosen employment and decent work which are vital to promoting peace, preventing crises, enabling recovery, and building resilience.

#### **1. Specific objectives**

- Identify and prioritise the most pecuniary feasible entrepreneurial opportunities in the Region.
- Identify and select 45 motivated youths who exhibit nascent entrepreneurial attitudes (at least 30% girls and 5% people living with disability)
- Train beneficiaries to acquire key business capabilities
- Assist beneficiaries in developing their business ideas (business plans).
- Provide resources (financial and material) needed to start business (start-up kits)
- Establish a mentorship strategy for early busines development stage for the beneficiaries (characterized by market entry and efforts to address the operational problems faced).
- Produce and transmit progress/evaluation reports to UNDP

### **Expected Results and deliverables**

#### **Expected Results**

- The most pecuniary feasible entrepreneurial vocations/ opportunities in the Region are Identified and prioritised.
- 45 motivated youths with nascent entrepreneurial attitude (at least 30% girls and 5% people living with disability) are selected.
- 45 beneficiaries have acquired key business capabilities to establish and manage start-up businesses.
- 45 beneficiaries present developed feasible business ideas (validated business plans) to be funded.
- Start-up kits (financial and material) are provided to the 45 beneficiaries with approved business plans.
- A mentorship strategy for early business development stage for the beneficiaries (characterized by market entry and efforts to address the operational problems faced) is put in place.
- Progress/evaluation reports are produced and transmitted to UNDP including possible areas of adjustments and lessons learnt.

<b>Output</b>	<b>Timeframe (Tentative)</b>
A validated list of selected beneficiaries with corresponding areas of vocational training available.	End of week 02 Weeks
List of identified training sites	End of week 4
Training report and validated business plans of beneficiaries	End of week 12
Report of distribution of star up kits	End of week 14
Report of mentorship	End of week 23
Evaluation Reports	End of week 24

## **ELIGIBILITY AND SELECTION CRITERIA**

### **2. ELIGIBILITY AND SELECTION CRITERIA**

#### **a) Administrative criteria**

1. Justifying a legal existence as a Service Organization or Civil Society Organization in Cameroon
2. Have the legal personality for the exercise recognized by the Government or the Administrative Authorities.
3. Have an office or training facility with minimum basic facilities
4. Copy of bank Attestation
5. Location plan of office

#### **b) Technical criteria**

1. Have at least 5 years of experience in the field of Entrepreneurship training/ business mentorship in the Region.
2. Justify with elements, training tools and materials, training photos as evidence.

3. Have staff with the requisite qualifications (expertise required) in relation to Entrepreneurship training/ business mentoring (Add the list of staff, CVs, and diplomas)
4. Experience with national, international and donor organizations
5. Inclusive gender-diverse staffing (workplace).
6. Women headed or dominated Service Organizations or Civil Society Organizations are strongly encouraged to apply.

**Language Requirements:**

. Fluency in written and spoken English language is required.

**Application Procedure:**

Interested CSOs 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 CV and uploaded as one document.

1. CV/Resume with evidence of relevant work experience and education of staff
3. Justification elements for similar jobs, - Extension / input support ceremony photos as evidence
4. Draft activity budget (brief)
5. References (credible people we can contact for information about your organisation)
6. Proposed work plan (including duration needed to complete project)
7. Brief description of activity methodology (how the CSO intends to go about collecting the relevant information and carryout field work)
8. 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).**

**Application for each lot will be considered separately, hence this should be mentioned on the subject line.**

**Evaluation Method and Criteria:**

Technical Criteria for Evaluation (Maximum 70 points):

Evaluation Criteria	Points
At least a master's degree in Business administration (or a closely related field) for the team leader.	15 points
Work experience in entrepreneurship Development / Business mentorship for at least 3 projects within the last 5 years.	15 points
Mastery of Youth entrepreneurship Development / Business mentorship	15 points

Previous experience of similar service with local organizations and/or international organizations	15 points
Evidence of work in the NW or SW Region during the last four years	10 points
Methodology of start-up support service especially for youths (brief note submitted by CSO)	10 points
Budget (best value for money)	10 points
Gender and Human Right's mainstreaming skills/or willingness to consult with a gender technical expertise in the region	10 points
<b>Total</b>	<b>100 points</b>

The Civil Society organisations CSOs will be evaluated based on this methodology.

**Cumulative analysis:**

The award of the contract shall be made to the CSO 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 CSOs who pass 70% of technical evaluation will be evaluated further.
- Only CSOs obtaining a minimum of 70 points (70% of the total technical points) would be considered for the Financial Evaluation.

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

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