



Recruitment of a structure for the development and implementation of a capacity building programme for 300 youths within the framework of the YouthConnekt Bootcamp and Award

Context

Like many African countries, the Cameroonian population is mainly made up of young people. This growing demographic trends are confirmed in 2014 national statistics report which indicated that more than half of the population was under the age of 20, and 43% under the age of 15, with young people mostly residing in rural areas of the country. Given the growing youthful population, the challenges they face range from and vary across sectors such as education, health, social security, sanitary conditions, etc., with major challenges like the weak socio-economic integration, unemployment and underemployment of young people, their vulnerability to social ills, low participation in public spaces and weak intra-and inter-generational communication.

Looking at the job market, the informal sector represents 92% of employed workers, mainly made up of young people, whereas the share of the formal sector remains marginal (8%), with 4% in the public sector and 4% in the private sector. Therefore, if more than 43% of young people are said to be self-employed, then the wage rate is indeed an indicator of the formalization of work relations, 23.2% for all young people, revealing the precarious conditions most of them live in.

Faced with the saturation of the public system and its difficulty in reducing unemployment, young people are more inclined towards self-employment despite their financial shortcomings and limited entrepreneurial knowledge, demonstrating the overall context of weak structuring of the entrepreneurial support ecosystem. Furthermore, the education and training of young people are not sufficiently geared towards socio-professional integration and, consequently, out of 100,000 new job seekers arriving on the market each year, barely 20% find employment (formal or informal). Hence the rise of the informal sector which concentrates 90% of the assets of which youth represent the majority.

To deal with these numerous Challenges youths face across the national territory, UNDP aligning to government national priorities has placed youth development concerns at the helm of its development programming with the Youth Connect initiative aimed at connecting young people to socio-economic opportunities. Implemented for the first time in 2012 in Rwanda, YouthConnekt is a joint initiative of the Government and the United Nations, supported by the United Nations



Development Program (UNDP). Its purpose is to connect young people to various socio-economic and political opportunities, to optimize their empowerment and facilitate their full participation in development. It also aims to boost Africa's demographic dividend through innovation, strengthening young people's connection to role models, peers, available resources, skills, and economic opportunities.

Within the realm of socio-economic integration of young people, it is expected that the Program will promote the creation of 5,000 decent jobs for young people through the strengthening of employability and the support to entrepreneurship, which brings to light the relevance of one of the key implementation components of this initiative called **"Youth Connekt Bootcamp and awards"**, besides seven others namely; YouthConnekt 4 jobs, YouthConnekt Champions, YouthConnekt Convention, Youth Connekt Community Service, YouthConnekt 4 peace, YouthConnekt 4 health, Youth Connekt Hangout.

While the **YouthConnekt bootcamp and awards** is geared towards reinforcing the technical and entrepreneurial capacities of young people, encouraging innovations, connecting young people to solutions which enables them to make informed decisions, including opting for the valorisation of young people's talents, are essential elements to achieving the joint Government-UN initiative. It is within the framework of all the above that UNDP launches a call for tenders to support the YouthConnekt Bootcamp & Awards vision through the organization of zonal bootcamps which will result at the end on a national bootcamp targeting at least **300 young entrepreneurs** with potential businesses and market ready products.

Objectives of the mission

The overall objective of the present mission is to strengthen the entrepreneurial culture, the technical and innovation capacities of young project leader and better equipped to face market competitiveness and benefit from the advantages of the African Continental Free Trade Agreement.

More specifically, it is expected from the selected structure to:

- Identify 300 leading entrepreneurs with innovative solutions and market-ready products in the 10 regions of the country;
- Provide concrete entrepreneurship tools to the 300 participants (intensive training, coaching, exchanges, mentoring)
- Identify 10 to 15 best businesses or project ideas for awards.

Work Assignment:



- **Identify 300 leading entrepreneurs with innovative solutions and market-ready products;**

Potential young entrepreneurs, SMEs and or Start-ups with innovative businesses and market ready products shall be mobilized from the 10 regions of the country to receive training in diverse SME development related domains, as will be proposed by the consultant team and validated by UNDP. The selected structure will put in place all the mechanism for the process selection under the supervision of UNDP. This mechanism may include due diligence missions.

- **Provide concrete entrepreneurship tools to the participants (intensive training, coaching, exchanges, mentoring)**

The structure shall realize the organization of zonal bootcamps in the **West, Littoral, South, and Extreme North** regions. To this end, the selected structure shall carry out a mapping of the main technical and financial support needs for each MSME; propose a detailed support plan/roadmap and performance indicators for each MSME; Define and propose a beneficiary capacity building programme for business services training in business services based on the needs assessment (financial literacy digital skills, business management, fundraising, packaging, and digital marketing, etc.)

To give appropriate skills, Identify 10 to 15 best businesses or project ideas.

Support UNDP to identify 10 to 15 potential business ideas or projects for awards and future participation in African regional bootcamps and other opportunities.

Deliverables:

The deliverables can be grouped as follow

Before the training

- Produce the list of selected beneficiaries/participants
- Produce the working materials of the bootcamp, training modules, validated business plans of beneficiaries, etc.

After the training

- Produce survey report on the real-time needs and gaps identified to inform key stakeholders within the youth and SME development
- Produce a list of 10 to 15 best business to benefit support for potential business scale up
- Produce zonal bootcamp final report in which Produce report on concrete recommendations and roadmap to UNDP on how to ameliorate its support to youth entrepreneurs and scale youth businesses.

Duration of the Contract and payment

The duration of the mission is for a period of two months.

Steps	Output Steps	Timeframe (Tentative)	Deliverables	Payment %
Step 1	Validation of the work methodology and timeline	End of week 01	Bootcamp TOR	20%
	Selection of beneficiaries and suitable training modules adapted to their needs	End of week 02	Beneficiary list	
Step 2	Organization of Bootcamps in selected zones	End of week 03	Zonal reports	40%
	Selection of best participants	End of week 06	List of 15 best businesses	
Step 3	Organization of national Bootcamp	End of week 07	Report	40%
	Final mission Report	End of week 08		

Evaluation of the offers

Offers will be evaluated per the Combined Scoring method:

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

Technical proposal

The technical proposal must comply with the responsibilities described under these terms of reference. It must be legible and clearly formulated. It should cover (at least) the following sections:

- General presentation of the support structure, including the general expertise and experience of the structure, its functional and geographical coverage;
- Understanding of the assignment;
- Technical and methodological approach to carrying out the activities described in these TOR;
- Action plan and timetable for the implementation of the assignment ;
- Communication strategy;
- Presentation of the expertise mobilized (number, profiles, suitability of profiles and complementarities with the objectives of the mission, division of tasks);



- Risks and mitigation measures;
- Limitations and prospects.
- The technical proposal should not exceed 15 pages (excluding CVs and annexes).
- The number of references provided should not exceed five (5).

Cumulative analysis:

The selected structure shall be the one whose offer has been evaluated and determined as a) responsive/compliant/acceptable, and b) having received the highest score out of a set of weighted technical criteria (qualification) (70%) and financial criteria (30%).

- Only applications that are responsive and compliant will be evaluated.
- Only Service organizations or Civil Society organizations that pass 70% of the technical evaluation will be evaluated further.
- Only Service organizations or Civil Society organizations obtaining a minimum of 70 points (70% of the total technical points) would be considered for the Financial Evaluation.

NB: The 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.

Eligibility and selection criteria of support structure

a) Administrative Criteria

- Justifying a legal existence as a Service Organization or Civil Society Organization in Cameroon (at least five years of activity)
- Have the legal personality for the exercise recognized by the Government or the Administrative Authorities.
- Have an office or training facility with minimum basic facilities.
- Copy of bank Attestation.
- Location plan of office
- The requested support structure must have a solid national and international reputation and
- Proof of credibility in the field of design and implementation of support programmes for MSMEs particularly in developing countries in general and in Cameroon in general, and in Cameroon in particular.

Composition of the team and technical criteria of the members

The composition of the team, in particular the choice of complementary multidisciplinary profiles necessary for the successful completion of the assignment, is left to the discretion of the bidder. However, to ensure the quality of the services expected, UNDP recommends that the support structure mobilize sub-teams of highly competent, experienced, committed and fully bilingual experts, experienced, committed, and perfectly bilingual (English, French) experts assigned to carry out the mission. This may include the following qualifications:

1. Have a good experience in the field of Entrepreneurship training/ business mentorship with young people.
2. Justify with elements, training tools, materials, training photos as evidence.
3. Experience with national, international, and donor organizations
4. Inclusive gender-diverse staffing (workplace).

Eligibility and selection criteria of consultant organization

References of the structure		
1	Duly registered local organization (including NGO; CSOs; private enterprise and CBOs) operating in Cameroon – <i>copy of administrative documents and certificate of localization</i>	5
2	At least five years' experience in carrying out youth Economic empowerment and mentorship activities (10) Experience with international organizations (5)	15
3	Proof of youth economic empowerment and mentorship through acquired training and skill development – <i>provide a recommendation letter</i>	5
4	Proof of experience - <i>Contracts ; references ; reports ; receipts etc...</i>	5
5	Total 1	30
Comprehension of the mission and methodology		
1	Analysis and comprehension of the TOR	10
2	Proposed methodological approach for the mission <ul style="list-style-type: none"> - Clarity (5) - Efficacy (10) - Feasibility (10) - Timeline (5) 	30
3	Total 2	40
Composition of the team		

1	<u>Team leader</u> Diploma: at least a bachelor' s degree or a professional diploma in business development; Entreprise creation; finance; social sciences or any other related field (5) Experience: at least 10 years in entrepreneurship and business creation; an experience in the organization of bootcamps and working with international organizations will be an added value (4) Language : French and English (2) Other competences: 5 years as a team leader/manager; good master of local ecosystem (4)	15
2	<u>Team member 1</u> Diploma: at least a bachelor's degree or a professional diploma in social sciences or any other related field (2) Experience: at least 5 years as a trainer and facilitator. An experience as an entrepreneur will be an added value (3) Language: fluent in French and English (1) Other competence: innovation; digitalization (2)	8
3	<u>Team member 2</u> Diploma: at least a bachelor's degree or a professional diploma in in social sciences; finance; ICTs or any other related field (1) Experience: at least 5 years as a trainer and facilitator. An experience as an entrepreneur will be an added value (3) Language: fluent in French and English (1) Other competence: innovation; communication; leadership (2)	7
4	Total 3	30
	Total 1+2+3	100

Methodology

The methodology adopted for the realization of this consultancy will be proposed by the structure based on deliverables to be obtained in his proposal. The support structure is expected to submit a technical proposal and a financial offer.

Composition of the bid

Interested candidates 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.

- A letter of submission;
- Legal entity documents;
- Plan of the localization;



- A complete technical bid (comprehension TOR note; brief description of activity methodology and proposed work plan)
- Any certificates of good performance of similar services;
- CVs of any staff assigned to the assignment. At least 3 CVs (maximum 3 pages) must be shared
- A financial offer in line with the technical offer;
- Any other relevant document related to the assignment.

Incomplete proposals may not be considered. All applications must be made online.

Women headed or dominated Service Organizations or Civil Society Organizations are strongly encouraged to apply.