



*PROJET DE RELANCE ET DE DEVELOPPEMENT DE LA REGION DU LAC TCHAD  
LAKE CHAD REGION RECOVERY AND DEVELOPMENT PROJECT  
UNITE DE MISE EN ŒUVRE DU PROJET*

**REQUEST FOR EXPRESSION OF INTEREST  
No003/ASMI/MINEPAT/PROLAC/SPM/2021 of 16<sup>th</sup> June 2021**

For the recruitment of (i) a Liaison Officer and (ii) six (06) Drivers for the Lake Chad Region Recovery and Development Project (PROLAC).

Name of the Country:	<b>Cameroon:</b>
Name of the project:	<b>Lake Chad Region Recovery and Development Project (PROLAC).</b>
Title of the Consultants' assignment:	Recruitment of a Liaison Officer and six (06) Drivers.
IDA Credit Number :	6643-CM
Identification Number of the Project	<b>P161706</b>

## 1. CONTEXT AND JUSTIFICATION

Since 2012, the security situation in the Lake Chad basin has worsened considerably. Indeed, the dynamic of conflicts due to the Boko Haram insurgency have strongly disrupted economic activities (agriculture, fishing, livestock, and trade,) and the movement of people and goods in the area concerned.

Faced with such an environment, which has led to massive displacement of populations in the affected countries (Nigeria, Cameroon, Chad and Niger), coupled with the gradual drying up of the said lake due to the effects of climate change, there is a need for urgent intervention in order to address the security and food crises and protect vulnerable populations.

It is against this backdrop that the Government is planning to put in place the Lake Chad Region Recovery and Development Project (PROLAC), with the support of the World Bank.

The project, which will cover the four countries of the region, namely Cameroon, Niger, Nigeria and Chad, will aim at improving the living conditions and resilience of the riparian populations by offering them easy access to rural mobility infrastructures, economic growth and employment as well as opportunities for their economic activities. The project shall be built around the following main components:

**Component 1:** establishment of a regional knowledge management platform to better capitalise on all the skills generated from the conduct of studies around the Lake Chad Basin;

**Component 2:** facilitation of rural mobility in order to help transport agricultural products from the basins to local markets;

**Component 3:** development of agricultural value chains to contribute to the establishment of income-generating activities in the area;

**Component 4:** Project Management;

**Component 5:** Contingent Emergency Response (CERC).

The project shall be implemented in Cameroon in the Logone and Chari Division in the Far-North Region of Cameroon, according to a holistic approach with focus on the capitalisation of ongoing and / or planned interventions in its area of intervention by the regional knowledge platform to be put in place.

To this end, the institutional set-up provides for the recruitment of certain support staff within the Project Implementation Unit, namely: a Liaison Officer and six (06) Drivers.

The National Coordinator invites the candidates to express their interest in providing the services described below. Interested candidates should provide information testifying that they have the required qualifications and relevant experience for the execution of the services.

## **2. Duties and Tasks**

### **A. Liaison Officer**

The Liaison Officer shall report to the National Coordinator Assistant and shall have the following duties/tasks:

- liaising between the project and the different administrations or partner structures. In this respect, he/she shall be in charge of errands related to the service (in town and out of town).
- distributing mail within Kousséri and, where necessary, in the other towns in the project's intervention area;
- collecting and forwarding all mails addressed to the Project to the National Coordinator's Assistant;
- performing any other tasks entrusted to him/her by the hierarchy within the framework of his/her duties.

### **B. Driver**

The Driver shall be in charge of all errands (in town and out of town) related to the service, under the responsibility of the Administrative and Financial Officer. The Driver shall be responsible for:

- ensuring the safety of people and goods on board the vehicle;
- respecting the rules of prevention and road safety in force in Cameroon;
- ensuring the minimum maintenance of the vehicle by keeping it in good working order;
- ensuring preventive maintenance of the vehicle (oil change, engine oil, steering oil, battery water, coolant, etc.);
- filling in vehicle logbooks;
- certifying spare parts purchased or to be purchased;
- following up the replacement of defective parts;
- notifying the immediate superior (s) of any defect noticed on the vehicle;
- reporting any incident and/or breakdown that occurs on the vehicle while on duty;

- ensuring the validity of the vehicle's road traffic documents (insurance, technical inspection, vehicle registration document)
- performing any other tasks entrusted to him/her by the hierarchy within his/her competence;
- in any case, he/she takes care of the cleaning and maintenance of the vehicles;

### **3. Qualifications/Profiles Required**

#### **a. Liaison Officer**

- be able to read and write French and/or English;
- hold at least a primary school leaving certificate (CEP or first school leaving certificate);
- have at least 2 years of professional experience within a large-scale project/programme funded by a donor agency;
- Have a team spirit and excellent interpersonal and communication skills.

#### **b. Drivers**

- be a holder of a valid driving licence (category B or higher). Having a training certificate in car mechanics would be an asset;
- have at least 5 years of professional experience within a project/programme funded by a donor agency or an NGO;
- have the ability to travel and carry out field missions;
- have a general knowledge of car mechanics;
- be able to work in a team and have excellent interpersonal and communication skills.
- have a good knowledge of the project intervention area;
- be willing to travel throughout the project area.

### **4. Selection Conditions**

Consultants will be selected in accordance with the procedures set out in the *"Procurement Regulations for Investment Project Financing (IPF) Borrowers "*, July 2016 edition, revised in November 2017 and August 2018 (*"Procurement Regulations"*).

Applicants will be selected according to the Individual Consultant selection method described in the Regulations through the Comparison of Curricula Vitae.

### **5. Composition of the File**

Expressions of interest must be submitted in hard copy (7 copies including 1 original and 6 copies) or in soft copy, and must include the following documents:

- a cover letter;
- a Curriculum Vitae (CV) of the candidate dated and signed within the last three months with the full address of the candidate (P.O. Box, telephone, e-mail, etc.) highlighting similar experiences;
- simple copies of diplomas, attestations and/or work certificates and any other documents testifying to the candidates' skills/qualifications.

### **6. Duration of the Contract**

The duration of the contract to be signed with the project owner or his/her representative shall be two (02) years renewable with a probation period of six (6) months over the duration of the project. Renewal will only be possible if the performance of the position holder is deemed satisfactory for the project.

The evaluation of the performance of the position holder will be done annually based on a performance contract including indicators of predetermined results.

#### **7. Place of Work**

- ✓ **Kousséri**, Logone and Chari Division, Far-North Region:
- ✓ **Maroua**, Diamaré Division, Far-North Region, for the Driver who shall be appointed to the Support Office.

#### **8. Submission of Expressions of Interest**

Expressions of interest must be drafted in seven (07) copies, including one original and six (06) duplicates and submitted in person, by mail, by facsimile or by e-mail no later than **fourteen (14) working days after the date of publication at 3:30 p.m.**, to the following address:

- **Yaoundé**, MINEPAT building, 20th May Boulevard, 6th floor, Room 620;
- **Kousséri**, at the Divisional Delegation of the Ministry of the Economy, Planning and Regional Development for Logone and Chari;
- **Email:** prolac.cameroun@gmail.com with a copy to bamabolie@gmail.com, charlesoumbe@yahoo.fr et abicho2000@yahoo.fr

They shall be labelled as follows:

**“Expression of Interest for the recruitment of (i) a Liaison Officer and (ii) six (06) Drivers for the Lake Chad Region Recovery and Development Project (PROLAC).”**

Additional information can be obtained through the following telephone numbers: 699 108 446 and 693 839 889.

Yaoundé, the 16<sup>th</sup> June 2021

*National Coordinator*

**ABICHO Mahamat**