

CALL FOR EXPRESSION OF INTEREST

Title:

Technical assistance within the framework of the support to the computerization of the Trade and Personal Property Credit Register (RCCM) of Cameroon

Internal Reference No. **01/OHADA/2016:**

Date : **May 6, 2016**

Contracting Authority

Permanent Secretariat of the Organization for the Harmonization of Business Law in Africa (SP OHADA) – OHADA Building, quartier Hippodrome, Angle avenue Charles de Gaulle et Wintson Churchill, opposite MINREX, P.O.Box 10071, Yaounde, Cameroon.

Preamble

Improving the business climate is essential in the economic development of a country. Indeed, an unattractive business environment as well as regulatory and tax barriers impede private initiative and hinder the creation, formalization and development of businesses. A good quality of countries' legislative, regulatory and institutional frameworks enable to create favorable conditions for both local and international private investment and consolidate economic achievements. All measures and reforms initiated by the Organization's Member States in this direction contribute to improving the business climate.

The reforms undertaken by OHADA in recent years contribute to improve the legal instruments necessary for the development of economic activities and improvement of business climate. The dynamism of the private sector, corporate investments, job creation and improvement of productivity are factors that enable the economic and social development of countries.

In this context, OHADA has received a grant of 1.5 million Euros from the French Development Agency (AFD).

The project which is the subject of this financing will cover a period of three (03) years. It seeks to encourage foreign and domestic investment and to have positive impacts on trade, economic growth and job creation.

The project led by SP OHADA has two components:

- (i) The first component is a support to a pilot State (Cameroon) in the computerization of its Trade and Personal Property Credit Register (RCCM). This support is all-inclusive and may include technical needs, the training of stakeholders (RCCM users, business operators, commercial courts, financial institutions and State services), infrastructure and equipment needs as well as the mobilization of resources to sustain its operation;
- (ii) The second component is a support to the Democratic Republic of Congo and seeks to facilitate the implementation of some OHADA laws by business operators.

The introduction of electronic dimension in the OHADA legislation on RCCM is of enormous importance in terms of modernity and efficiency. It allows to take into account technological developments in order to ensure that legal and financial information on traders and commercial companies as well as on securities and personal property credit is reliable, genuine and accessible. The establishment of an information system interconnected at the local, national and regional level will foster the creation of computerized local, national and regional files, the real time transmission of data as well as its reliability and accessibility.

This Call for Expression of Interest concerns the technical assistance for the implementation of Component 1 (Cameroon RCCM)

Background:

In order to coordinate and speed up the RCCM computerization process at the local and national level, OHADA expressed the wish to purchase a RCCM software that meets international standards in order to make it available free of charge to States upon their request. This initiative, carried out with the assistance of the World Bank Group, must be complemented by a support to States that will make request for the software to enable them effectively implement at the local and national level.

Cameroon was selected as a pilot country in this process. In order to assist the country in providing and deploying the software, the SP OHADA will hire and make available to the Ministry of Justice of Cameroon (MINJUSTICE) a technical assistance.

Needs:

In order to support the implementation of Component 1 activities (RCCM Cameroon), SP OHADA intends to use part of the amount of financial assistance granted by AFD to finance the following contract: "*technical assistance to the Republic of Cameroon through the Ministry of Justice of Cameroon within the framework of support for the computerization of the Trade and Personal Property Credit Register.*"

The following services are expected:

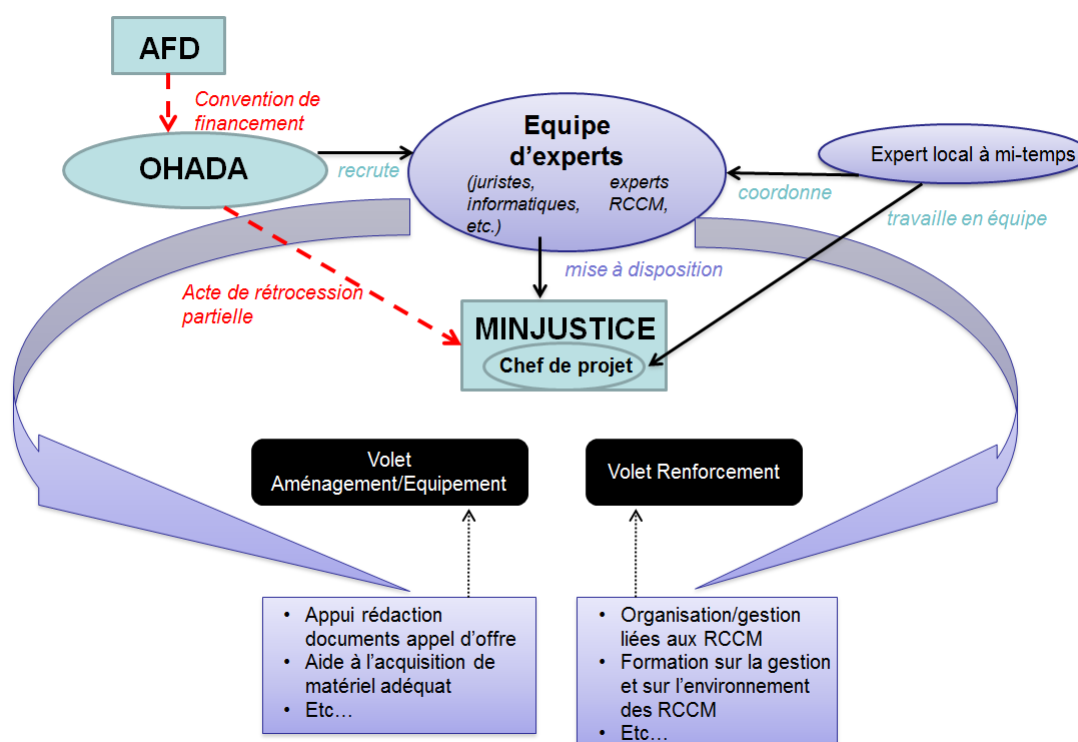
- Based on the diagnostic study of target RCCMs conducted in the first half 2015 by an independent consultant, the technical assistance will support MINJUSTICE in:
 - completing the diagnostic study of RCCMs in Cameroon;
 - acquiring computer equipments necessary for the RCCM computerization;
 - defining suitable arrangements needed by target RCCMs;
 - drafting technical documents and tenders relating thereto;
 - validating the expected technical products, including the preparation of acceptance reports of such products;
- Design and implement training modules for stakeholders (persons involved in RCCM) especially those concerned with RCCM management, environment and organization as part of capacity building. The technical assistance will leverage the expertise already available (within SP OHADA and MINJUSTICE ...). Trainings should include:
 - the mastery of basic computer tools;
 - OHADA procedures;
 - the use of RCCM software;
- design and implement an operational methodology to recover and enter existing data (in close collaboration with national services concerned);
- raise the awareness of IT authorities, court registrars, managers of State record books;
- help in disseminating and sensitizing the RCCM targets namely professionals, businesses, business operators, investors and the general public;
- assist in strengthening of the RCCM legal framework;
- ensure proper conduct and coordination of activities;
- more generally, assist MINJUSTICE in the realization of all project activities and produce capitalization notes on RCCM computerization process initiated by Cameroonian authorities that will benefit the SP OHADA and Member States.

The technical assistance will comprise a team of experts (national and international jurists, RCCM expert (s), Computer expert (s) among others,) who will carry out short missions and will be charged with assisting

MINJUSTICE in implementing the service described below and also allow SP OHADA to leverage this first experience and draw key lessons.

In addition, the technical assistance will include a part-time local expert who will: be the main interface between MINJUSTICE and OHADA; welcome short missions of international and national experts; facilitate the meeting and engagement of stakeholders (within the framework of support and training missions); ensure the implementation by short term experts of planned activities and, where appropriate, directly carry out the scheduled activities (training, sensitization,).

To ensure the successful implementation of planned activities, the Ministry of Justice of Cameroon will designate a project head who will be the main interlocutor of SP OHADA, AFD and technical assistance. He/she will in particular be in charge of monitoring and programming activities, including technical assistance missions. He will work closely with the local expert, with whom he/she will prepare programming documents and semi-annual budgets as well as half-yearly and annual activity reports.



Eligibility criteria

Applications will be selected based on the following criteria:

- references and previous experiences in similar projects;
- references and previous experience in the design and implementation of training modules on RCCM management, environment and organization (or similar registers);
- expertise in project management support, especially in the domain of drafting of tender documents, monitoring of project execution and management (including preparation of periodic activity reports and financial monitoring);
- sound knowledge of OHADA and experience in Cameroon or in OHADA Member Countries, and failing which, in other Sub-Saharan countries;
- good command of project management techniques.

Required documents

SP OHADA invites candidates to express interest in providing the services described above. Interested applicants must provide information justifying that they are qualified to perform the services (brochures, references concerning execution of similar contracts, experience in similar conditions, availability of appropriate skills among staff, etc.). Applicants may come together to enhance their skills.

SP OHADA, in consultation with MINJUSTICE, will shortlist four to six candidates on the basis of applications received, to whom the SP OHADA will send the tender documents for the realization of required services.

Confidentiality

Any information on OHADA contained in this document or in a separate document, must be treated as strictly confidential by the service provider. The latter shall not disclose or publish any information on this call for applications.

Similarly, any document provided by the service provider shall be considered confidential.

Contact for submission of applications

Applications and related documents should be sent by e-mail, in French, and should indicate in the subject:

- The reference of this call for applications: No. 01/OHADA/2016
- The title of this call for applications, "*technical assistance within the framework of support for the computerization of the Trade and Personal Property Credit Register (RCCM) of Cameroon.*"

E-mail address: rccm.cameroun@ohada.org

Only one application shall be sent per mail.

The electronic submission of application should not exceed the size of 6 Mo. If this were the case, kindly send your reply in several mails.

SP OHADA reserves the right to revoke this call for applications.

Dateline for submission of applications

Expressions of interest should be sent at the address indicated above latest on June 6, 2016 at 12 O'clock.