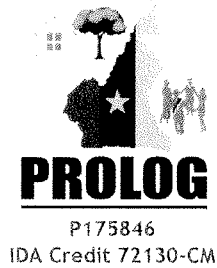


REPUBLIQUE DU CAMEROUN  
Paix- Travail- Patrie  
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MINISTERE DE LA DECENTRALISATION  
ET DU DEVELOPPEMENT LOCAL  
-----  
SECRETARIAT GENERAL  
-----  
PROJET GOUVERNANCE LOCALE ET  
COMMUNAUTES RESILIENTES  
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REPUBLIC OF CAMEROON  
*Peace - Work - Fatherland*  
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MINISTRY OF DECENTRALIZATION  
AND LOCAL DEVELOPMENT  
-----  
GENERAL SECRETARIAT  
-----  
LOCAL GOVERNANCE AND RESILIENT  
COMMUNITIES PROJECT  
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**COUNTRY:** Republic of Cameroon

**PROJECT NAME:** Local Governance and Resilient Communities Project (PROLOG)

**CREDIT IDA:** No. 72130-CM

**MISSION TITLE:** Recruitment of a Consultancy Firm for the completion of a study on the reform of human resource management of Regional and Local Authorities

**CALL FOR EXPRESSION OF INTEREST**

No. 0053/ASMI/MINDDEVEL/PROLOG/UGP/SPM/CA-SPM/2026 OF 17 MARS 2026

**FOR THE RECRUITMENT OF A CONSULTANCY FIRM/ STUDY BUREAU FOR THE COMPLETION OF A STUDY ON THE REFORM OF HUMAN RESOURCE MANAGEMENT OF REGIONAL AND LOCAL AUTHORITIES.**

**CONTEXT AND JUSTIFICATION**

Since the promulgation of the Constitution of 18 January 1996, which enshrines decentralisation as a fundamental principle of state organisation, Cameroon has embarked on far-reaching reforms aimed at transferring enhanced competencies, resources, and responsibilities to Regional and Local Authorities (RLA). The reform of human resource management is a major strategic lever to enable Regional and Local Authorities (RLA) to fully exercise their missions in terms of local development, regional governance, and provision of basic services to populations.

Indeed, Regional and Local Authorities are faced with a series of structural and operational challenges in the management of their human resources. The legacy of a highly centralised system, coupled with the absence of a clear and operational normative framework for local HRM, has led to notable dysfunctions: low qualification of agents, mismatch between profiles and positions, understaffing in certain key sectors (health, education, territorial planning, etc.), opacity in recruitment procedures, and lack of tools for planning and forecasting staff management.

Furthermore, the progressive transfer of competences from the State to the RLAs, as provided for in the 2004 laws (law No. 2004/017 on the orientation of decentralisation and law No. 2004/018 setting the rules applicable to communes), then reinforced by the General Code of RLAs of 2019, has not been accompanied by solid mechanisms for professionalisation and valorisation of local careers. The status of RLA personnel, although provided for, remains fragmented, with disparities between the status of municipal agents, those made available by the State, and those recruited contractually without a formal framework.

The set of issues raised above makes it necessary to conduct a reform of the entire human resource management of Regional and Local Authorities (RLA). In line with the logic of modernisation of the RLA initiated by MINDDEVEL in May 2025 and in connection with the national decentralisation strategy, this reform would improve administrative efficiency by guaranteeing the quality of public services, empower local elected officials, improve the performance of RLA and institutions and bodies monitoring RLA Human Resources, optimise financial resources and strengthen the attractiveness of local government careers.

**I. OBJECTIVE OF THE STUDY**

This study, which is part of the modernisation of local public administration, aims to significantly improve the management of human resources of Regional and Local Authorities (RLA) through the optimisation of recruitment processes, career management including mobility and continuous training and pension organisation, in order to strengthen efficiency, administrative performance and the quality of public services delivered to populations in the region.

This study, which is in line with the modernisation of public administration, aims to improve the management of human resources of RLA, with a view to strengthening the efficiency and quality of services delivered to populations.

To be specific, this involves:

- drawing up an inventory of the human resource management of Regional and Local Authorities;
- identifying the limits, constraints, risks and opportunities of the current framework, taking into account good practices and innovations in this area;
- identifying possible avenues for improvement;
- proposing a set of measures aimed at the planned improvements;
- proposing concrete recommendations accompanied by an operational action plan, for the implementation of a modernised, transparent and efficient system.

## II. EXPECTED RESULTS

- An inventory of human resource management is drawn up;
- The gaps, constraints and opportunities for improvement are identified;
- Avenues for improvement are identified;
- Measures aimed at improvements are set out;
- Concrete recommendations accompanied by an operational action plan are formulated.

## III. METHODOLOGICAL APPROACH

The selected consultant will formulate a methodological proposal which should be structured around the following stages:

- ✓ Scoping and start-up of the mission;
- ✓ Inventory and diagnosis;
- ✓ Analysis of the main avenues for improvement;
- ✓ Formulation of recommendations and action plan;
- ✓ Production of the final report.

## IV. DELIVERABLES

- ✓ Report No. 1 “start-up report”
- ✓ Report No. 2 report on services performed
- ✓ Provisional report
- ✓ Final report.

## V. DURATION OF THE MISSION

The mission is scheduled to last sixty (60) days, spread over three months, from the start date.

## VI. PROFILE OF CONSULTANTS REQUIRED

The consultant must demonstrate proven skills in HRM and more specifically in the context of decentralisation, local development, and local governance.

The consultant must have the following proven experience:

- Must have at least three (03) referenced missions in public service management and human resource management at local level or similar missions;
- Must have worked for at least five (05) years in the field of decentralisation and local development;
- Must have significant experience in strategic planning (diagnosis and formulation of action plans).

**N.B: for validation, each reference must be justified by the following elements:**

- Copy of the first page and last page signed. These references must be clear and legible;
- Photocopies of acceptance reports or completion certificates issued by the Project Owner or his services, or certificates of release of retention guarantee.

In order to carry out this study, interested firms must demonstrate proven skills and experience in the field.

**Consultants will be invited to develop their own methodology, as well as their plan for mobilising experts, the level of effort and working method for carrying out the assignment.**

The experts proposed by the firm must have complementary profiles and the following minimum qualifications: (See ToR)

In addition, all consultants must demonstrate:

- A good knowledge of data collection, analysis and detailed presentation of results methods;
- Proven experience in conducting benchmark studies;
- Good writing and synthesis skills.

A good knowledge of the Cameroonian context is an asset.

## VII. SELECTION PROCESS

A good knowledge of the Cameroonian context is an asset.

The Consultants will be recruited in accordance with the provisions of the “Procurement Regulations for Borrowers on the Qualifications-Based Selection (QBS) method, September 2025 edition”.

Additional information can be obtained at the address below during working hours, from 09:00 a.m. to 03:30 p.m. (local time).

Expressions of interest must be sent by email no later than **fourteen (14) days from the date of publication** of this notice in the Cameroon Tribune newspaper, i.e. 31 MARS 2026, at 03:30 p.m. (local time by email (PDF file)) and must include the following documents:

## VIII. COMPOSITION OF APPLICATION FILES

Application files must be submitted exclusively in electronic format (PDF) by email and must include three files as follows:

PDF File 1:

- A detailed submission letter highlighting the specific capacities of the Consultancy Firm that will help it succeed in its mission and collaboration with the main stakeholders;

PDF File 2:

The firm must propose in its offer, the CV of the Mission Leader who must meet the following minimum qualification and experience criteria:

- Hold a degree equivalent to the GCE A/L + 5 years of professional training at least in one of the following disciplines: political science, social sciences, law, economics, planning;
- Have at least ten (10) years of experience in conducting studies related to human resource management, including at least five (05) years in human resource management of Regional and Local Authorities (RLA);
- Demonstrate the execution of at least two studies in the field of HRM, including at least one in HRM of RLA;
- Have a sound understanding of decentralisation, local development and local governance issues.

PDF File 3:

- The CV must highlight similar experiences dated less than three (03) months, signed and mentioning complete addresses (postal box, phone, email, etc.), certified copies of diplomas, certificates and/or work certificates, as well as copies of similar contracts (first and signature pages), etc.

N.B: For validation, each reference must be justified by the following elements:

Copy of the first page and last page signed. These references must be clear and legible;

Photocopies of acceptance reports or completion certificates issued by the Contracting Authority.

***NB: No physical files will be accepted at the PMU or RCU. Only electronic files that comply with the above format will be evaluated.***

And bear the mention:

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**FOR THE RECRUITMENT OF A CONSULTANCY FIRM/ STUDY BUREAU FOR THE COMPLETION OF A STUDY ON**  
**THE REFORM OF HUMAN RESOURCE MANAGEMENT OF REGIONAL AND LOCAL AUTHORITIES”**

**Email Addresses:**

- [recrutementgrh@prolog.cm](mailto:recrutementgrh@prolog.cm)
- [jngwa@prolog.cm](mailto:jngwa@prolog.cm);
- [jemeguide@prolog.cm](mailto:jemeguide@prolog.cm)
- [heteme@prolog.cm](mailto:heteme@prolog.cm)

