



**REQUEST FOR PROPOSAL**

RFP No : RGR.ASDMA/41/2015/193

RFP on : Guwahati City Disaster Management Plan

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**Summary of Proposal:**

This Request for Proposal is issued by the Assam State Disaster Management Authority to obtain proposal from Institutions/Organisations having expertise and experience of preparing Disaster Management (including Risk Reduction) plan for Urban Areas in India.

*P. K. Tiwari*

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## 1. REQUEST FOR PROPOSAL TERMINOLOGY

Throughout this document, the following definitions apply:

- a) "Applicant" means a party that submits, or intends to submit, a Proposal;
- b) "Work Order" means the written order resulting from this RFP issued by the Authority;
- c) "The Authority" means the Assam State Disaster Management Authority;
- d) "Must", or "mandatory" means a requirement that must be met in order for a Proposal to receive consideration;
- e) "Proposal" means a proposal submitted in response to this RFP;
- f) "RFP" means this Request for Proposal and
- g) "Should" or "desirable" means a requirement having a significant degree of importance to the objectives of RFP.

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## 2. EXECUTIVE SUMMARY

**2.1** The State of Assam lies at the heart of North Eastern Region which is one of the most hazard prone regions in the Asian continent, with different areas being prone to multiple hazards like earthquake, flood, landslide and cyclonic storm. Assam falls in the highest rainfall intensity zone of the Country where average annual rainfall ranges from 1750 mm in the plains to 6400 mm in the hills making the State very highly prone to floods. On the other hand destabilisation of hill slope, non-regulated land use practice has been causing landslide affecting lives and property of many people. Further, the entire State falls in Zone V, the most vulnerable seismic zone.

**2.2** Guwahati, the gateway to the North Eastern part of the Country and the capital of Assam is one of the fastest growing major metropolitan cities of North Eastern Region (NER). The city is bounded by 26° 05' N to 26° 10' N latitude and 91° 30' E to 91° 50' E longitudes. Guwahati Municipal Corporation (GMC) covers an area of 216.7sq km. The population density is of the order of 3750 persons/sq km.

During the course of development of the city, vulnerability has also increased in terms of population, infrastructure, land use pattern, built environment etc. The National DM Act (2005), the National DM Policy (2009) as well as the 11th Five Year Plan and the approach paper for the 12th Five Year Plan have recognized community based DRM as highly relevant in reducing vulnerabilities of communities against disaster and enabling local level disaster preparedness. In this context, local level preparedness, early warning systems, building community capacity through awareness generation, simulations, mock drills and training for various first response functions such as search and rescue and first aid are extremely important. Further, in the context of climate variability, it is important to capture the hazard risk being influenced by these changes, especially in the context of hydro-met hazards and factor these in the Risk reduction strategies.

**2.3** Guwahati city is in seismic zone V the most earthquake prone areas in the country. The roads are congested, there is an increasing waste material created and there is also threat of man-made disasters. The development of the city has thrown up many challenges and threats have multiplied manifold. The requirement of addressing these threats and enhancing disaster resilience is of prime importance.

**2.4** Therefore, Assam State Disaster Management Authority (ASDMA) has decided to take up integrated Disaster Management Planning activities for Guwahati city and proposes to prepare a comprehensive Disaster Management Plan for Guwahati City in a consultative process by engaging expert institution / organisation in the field of Disaster Management.

The objective of preparing the Guwahati City DM Plan is to identify the roles and responsibilities for all departments/agencies in the Disaster Management cycle, Creation of Command, Control, and Communication set ups for the ease of operations, Lay down Inter-departmental and inter jurisdictional tie-ups for effective management and speedy recovery.

**1. TERMS OF REFERENCE :****A) Scope of work:**

1. Preparation of the City Disaster Management Plan covering all natural and man-made disasters that the city is prone to.
2. The consultant / organization will also acquaint themselves with the statutory provisions as contained in the Disaster Management Act 2005; guidelines and executive instructions on the subject as issued by the Disaster Management Division, Ministry of Home Affairs, Government of India and other such instructions issued from time to time by both Central Government & State Government.
3. They will also take into account any Disaster Management Plan if already prepared at the city level; the existing systems / mechanisms and instruments in practice for disaster management.
4. In the light of the above-mentioned inputs, topography & vulnerabilities of the city, historical background of past disasters and the existing governance structure, the consultants will prepare the City Disaster Management Plan addressing both natural and man-made disasters. The consultants are expected to deliver the following outputs:
  - i. The vulnerability of the city to the different kinds of disasters and risk analysis.
  - ii. Recommend mitigation and preventive measures for all identified probable disasters including systems and mechanisms for ensuring comprehensive, holistic and prompt action at each phase in Disaster Management.
  - iii. The capacity building and preparedness measures to be taken.
  - iv. Identification of the Government Organizations, which have a role to perform in a given disaster situation along with the effective structures for time bound coordination with one another.
  - v. The plan will cover all phases of a disaster and therefore, will have four plans-Mitigation Plan, Preparedness plan , Response Plan and Recovery plans for all major natural and man made disasters.
  - vi. The City DM Plan shall lay down the sequence of actions to be taken by all the relevant departments / agencies in emergency situations i.e. detailed Standard Operating Procedures for all line departments will be laid down.
  - vii. The role of civil society and voluntary organisations in Disaster Management will also be clearly enunciated.
  - viii. The plan will also suggest a strategy for Community Based Disaster Management.
  - ix. The Plan will suggest the framework and measures for implementation of the same.
  - x. The Plan will also incorporate the Climate Change aspects, if required especially with reference to Urban Flooding.

**B) Eligibility criteria and Experience:**

- i. Minimum five years of experience in the field of developing comprehensive plan for urban areas in socio-economic, techno-legal and environmental and Disaster Management sectors.
- ii. Experience of carrying out at least two assignment of similar scale within the country. Details of the agencies / departments / organisations for which the plan was prepared, year of preparation of the plan and one copy of the plan should be submitted.