

**Assam State disaster Management Authority**  
**Government of Assam**  
invites  
**Expression of Interest**  
for  
**Establishment of Assam Institute of Disaster Management (AIDM)**

**Background:**

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 earthquakes, floods, landslides and cyclone storms. Assam falls in the highest rainfall intensity zone of the Country where average annual rainfall ranges from 1750 mm in the plains to 6400mm in the hills making the State highly prone to floods. On the other hand, destabilization of hill slope, non-regulated land use practice has been causing landslides affecting lives and property of many people. Again, the entire State falls in Zone V, the most vulnerable seismic zone.

Vulnerability to natural disasters combined with socio-economic vulnerability of the people living in the state pose a great challenge to the government machinery and underscores the need for a comprehensive plan for disaster preparedness and mitigation. As a part of its efforts of disaster preparedness, Assam State Disaster Management Authority (ASDMA) proposes to build up the capacity of different stakeholders on the different aspects of Disaster Risk Reduction. ASDMA proposes the establishment of Assam Institute of Disaster Management (AIDM) as a step towards the realization of its vision of a 'state prepared' and 'a safer Assam'.

The Assam Institute of Disaster Management will work as an autonomous institute under the Assam State Disaster Management Authority, helping the government in formulating appropriate policy interventions and strengthening their capabilities in all aspects of disaster management. The Institute could build and continuously upgrade the disaster management capabilities of public administration, communities and other stakeholders and strive for integration of disaster management perspective in the overall development process. It could also provide guidance and direction to the Assam State Disaster Management Authority on mitigation measures specific to each hazard that the State is vulnerable to. Further, the Institute could carry out activities on Research and Development, Consultancies, Documentation of best practices etc. It is envisaged that the Assam Institute of Disaster Management could be a Centre of Excellence for the entire North East, autonomous and self-sustaining so that it can overcome resource constraints.

*[Signature]*  
Chief Executive Officer  
Assam State Disaster  
Management Authority  
Dispur, Guwahati-6

Project Officer  
Assam State Disaster Management Authority  
Assam Secretariat  
Dispur, Guwahati-6  
P.O. (C.T.S.)

**Scope of Work:**

- A. Preparation of Detailed Project Reports (DPR) for establishment of Assam Institute of Disaster Management (AIDM) including civil works
- B. Preparation of Detailed Feasibility Report (DFR)
- C. Institutional Planning
- D. Educational Planning and Administration
- E. Manpower Planning and Forecasting
- F. Curriculum Development
- G. Development of Library Resources and Computer Infrastructure
- H. Capacity Development
- I. Impact Assessment Studies

**Qualification & Experience:**

The Organization must describe and explain its eligibility by indicating and including in their expression of interest the following:

- a) Comprehensive profile: Organizational profile describing the nature of business, organogram, field of expertise, years of experiences in regard to the areas included in the scope of work, date of establishment with a breakdown of available personnel and their capacities (Full and verified CVs of key staff).
- b) The organization should have valid and certified Certificate of Registration.
- c) Full and accurate physical, postal, telephone and email address of the organization.
- d) Documents in support of having acted as Project Management Consultant (PMC) on Turnkey basis for construction of at least one campus with corporate/commercial/Institutional buildings for Government valuing not less than Rs. 50 crores during the last five years ending March 2014.
- e) Documents specifying the roles and responsibilities of each entity and identifying the lead entity must be submitted if the applicant is a Joint Venture/ Consortium/ Association, copy of the Memorandum of Understanding/ Agreement or Letter of Intent to form a JV/ Consortium.

**Agencies/ Organizations will be shortlisted for the next stage of evaluation to be engaged in carrying out the scope of work as stated above in accordance with the procedures set out by Assam State Disaster Management Authority (ASDMA) based on the EoIs received and evaluated.**

*[Handwritten Signature]*  
Senior Executive Officer  
Assam State Disaster  
Management Authority  
Dispur, Guwahati-6

*[Handwritten Signature]*  
Project Officer  
Assam State Disaster Management Authority  
Assam Secretariat  
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