



C/1159

Notice inviting for Expression of Interest

Notice inviting Expression of Interest for Selection of Individual Consultants for Preparation of Action Plan and detailed report on Mainstreaming Disaster Risk reduction and Climate Change Adaptation into Development Plan of Shimla City

Date: 06/01/15

No. MCS/AC/CRM/2014- 54

Municipal Commissioner Shimla, Himachal Pradesh, invites Expression of Interest (EOI) from the interested Individual Consultant for Preparation of Action Plan and detailed report on Mainstreaming Disaster Risk reduction and Climate Change Adaptation into Development Plan of Shimla City

Scope of Work:

Preparation of Action Plan and detailed Report on Mainstreaming Disaster Risk Reduction and Climate Change Adaptation into Development Plan of Shimla City

- One to one Meetings with stakeholder/branch/department to prepare the strategy and action plan of mainstreaming DRR/CCA component;
- Study and research of secondary data and supporting documents;
- Presentation of a draft and final report on action plan of Mainstreaming Disaster Risk Reduction and Climate Change Adaptation into Development Plan of Shimla City in House of Municipal Corporation
- Any other activities which is required under Preparation of Action Plan and detailed report of Mainstreaming Disaster Risk Reduction and Climate Change Adaptation into Development Plan of Shimla City.

The individual meeting the following criteria can apply:

Essential Educational Qualifications and Experience:

- Post graduation in Disaster Management, Social Sciences, environment Science and or other relevant field;
- A minimum of 5 years of experience in field of Disaster Management through projects/NGOs/INGOs;

Desired Knowledge and Skills:

- Experience of similar work with government and other international donor agency or NGO;
- Publications in field of Disaster Risk Reduction and Climate Change Adaptation.
- Excellent communication and interpersonal skill, team oriented work style, interest and experience of working in multi cultural environment
- Demonstrated knowledge and skills in the facilitation of stakeholder consultation in related field;
- Demonstrated analytical and research skills in the field of Disaster Management;
- Ability to manage assignments effectively – consistently ensuring timeliness and quality of work with minimum supervision; and Strong communication, documentation and presentation skills.

The eligible individual can submit their bid in sealed envelope on or before the due date. Technical proposal should be sealed in a separate envelop clearly marked in bold "Section-A Technical proposal, along with EMD" written on the top of the envelop. Financial proposal should be sealed in another envelop clearly marked in bold "Section-B- Financial Proposal" written on the top of the envelop. The EMD shall be Rs 2,500/- (Twenty Five Hundred) only in shape of DD/FDR in favour of Commissioner, Municipal Corporation Shimla

This envelop should be addressed to Commissioner M C, Shimla, Old District Judicial Complex Office, Shimla-171001. Bids will be received up to 27th January 2015 at 2:00 pm and same shall be opened on 3:30 pm in the office of the Assistant Commissioner, M. C. Shimla

Terms of reference and other details can be downloaded from M. C. Shimla website www.shimlamc.gov.in

M C Shimla will not be responsible for delay in transit or damage or loss of tender document.

Sd/- Commissioner
Municipal Corporation, Shimla

c/61

Terms of Reference for Consultant under GoI-UNDP-USAID Project on Urban Climate Risk Management through Disaster Preparedness and Mitigation, Disaster Management Cell, Municipal Corporation

Municipal Corporation Shimla, Himachal Pradesh

Introduction:

Mainstreaming DRR & CCA into the development planning process essentially means looking critically at each activity that is being planned, not only from the perspective of reducing vulnerability of that activity from natural hazards and climate change impacts, but also from the perspective of minimizing that activity's potential contribution to hazard specific vulnerability. It is a process whereby DRR & CCA measures are fully institutionalized into the developmental policy and practices by all stakeholders at all levels. In the mainstreaming process, disaster risks and climate change impact considerations are mandatorily factored into development activities right from the planning stage in order to achieve sustainability and resilience.

The Government of India (GoI) is committed to take appropriate measures under the Hyogo Framework for Action (HFA) (2005-2015) developed by United Nations International Strategy for disaster Reduction (UNISDR) for building disaster resilient nations and communities. One of the three strategic goals of the HFA is to ensure DRR into sustainable development policies, planning and programming at all levels at various administrative levels.

A GOI-UNDP Project supported by USAID "Climate Risk Management in Urban areas through disaster preparedness and mitigation"

In view of the increasing risk exposure of the urban areas of India, often accentuated by climate change and variability, a project on "Climate Risk Management in Urban Areas through Disaster Preparedness and Mitigation" has been approved jointly by the Government of India (GoI) and United Nations Development Programme (UNDP) with financial support from USAID. The project would be implemented over a period of three years (Sept 2012 – 2015) with a total budget of US\$ 1.21 million.

The key objectives of the project are to:

1. Reduce disaster risk in urban areas by enhancing institutional capacities to integrate climate risk reduction measures in development programs as well as to undertake mitigation activities based on scientific analyses, and
2. Enhance community capacities to manage climate risk in urban areas by enhancing the preparedness.

The project is being implemented in eight cities in the multi-hazard states of Andhra Pradesh, Kerala, Himachal Pradesh, Orissa, Sikkim, Tamil Nadu and Maharashtra. The cities are: Gangtok, Shimla, Bhubaneswar, Thiruvananthapuram, Madurai, Vijayawada, Visakhapatnam and Navi Mumbai.

Six cities are presently covered under Urban Risk Reduction Project of GOI-UNDP DRR Programme. These cities have made some progress on many of the critical aspects of disaster risk management and have attempted to: prepare city disaster management plans, set up Emergency Operation Centers, create mass awareness, and build capacities of various stakeholders on disaster management. However, in most cases it is observed that the CDMPs prepared at the city level are more focused on disaster preparedness and response with very little emphasis on climate change adaptation and disaster risk reduction. These plans are not yet further reinforced with ward level DM plans and community response teams. It is known fact that during disasters community members are the first responders and hence building capacity at the community level for disaster response is crucial to ensure disaster risk reduction.

Disaster Management Cell, Municipal Corporation Shimla is implementing agency for above mentioned project on GOI-UNDP Urban Climate Risk Management through Disaster Preparedness and Mitigation.

Scope of Work:

Preparation of Action Plan and detailed Report on Mainstreaming Disaster Risk Reduction and Climate Change Adaptation into Development Plan of Shimla City. Specific tasks are given below:

- a. One to one Meetings with stakeholder/branch/department to prepare the strategy and action plan of mainstreaming DRR/CCA component;
- b. Study and research of secondary data and supporting documents;
- c. Presentation of a draft and final report on action plan of Mainstreaming Disaster Risk Reduction and Climate Change Adaptation into Development Plan of Shimla City in House of Municipal Corporation
- d. Any other activities which is required under Preparation of Action and detailed report of Mainstreaming Disaster Risk Reduction and Climate Change Adaptation into Development Plan of Shimla City.

Technical Evaluation:

Sr. No	Criteria	Marks
1	Qualification, relevant experience and publications	50
2	Methodology	25
3	Interview	25
	Total	100

Selection Process:

A two-stage procedure will be adopted for evaluating the proposals:

1. A technical evaluation, which shall be carried out prior to opening the financial proposal;
2. A technical proposal should score at least 70 percent points to be considered for financial evaluation.
3. A financial proposal is inclusive of all taxes and other related expenditure.

Payment Plan:


Sr. No	Payment
1	25% on Inception Report
2	25% on first Draft Report
3	25% on final submission
4	25% after approval of scrutiny Committee

Tenure

The time period for the preparation for the Action Plan Detailed report on Mainstreaming Disaster Risk Reduction and Climate Change Adaptation into Development Plan of Shimla City will be two months from the award of Contract.

Place of Assignment

Municipal Corporation, Shimla, Himachal Pradesh.


Commissioner
Municipal Corporation, Shimla