



**Notice inviting for Expression of Interest**  
**Notice inviting for Expression of Interest for Selection of an Individual Consultant/registered organization/agency for Preparation of Disaster Management Plan of IGMC Hospital, Shimla**

No. MCS/JC/CRM/2017-2827

Date: 13.07.2017

Municipal Commissioner Shimla, Himachal Pradesh, invites Expression of Interest (EOI) from the interested Individual Consultant/organizations/agencies for Preparation of Hospital Disaster Management Plan of IGMC Hospital, Shimla

**Scope of Work:**

**Preparation of Hospital Disaster Management plan**

- One to one Meetings with the Disaster Management Committee of IGMC;
- To train the Committee on how to use the plan and to update it;
- To conduct a tabletop exercise to check the effectiveness of the plan;
- Study and research of primary and secondary data and supporting documents;
- Presentation of a draft and final report on Hospital Disaster Management Plan before the committee;
- Any other activities, which are required under preparation of the Hospital DM Plan.

**The individual Consultant/organizations/agencies meeting the following criteria can apply (any agency/organization may apply by submitting the details of one expert having following qualification and experience):**

***Essential Educational Qualifications:***

- Post-graduation in Disaster Management/ Social Sciences/ Public health/ Civil engineer;

***Desired Experience:***

- Experience in preparation of Hospital Disaster Management Plan;
- Experience in preparation of any departmental disaster management plan, district disaster management plan, city disaster management plan or state disaster management plan.

The eligible individual consultant/organization/agency can submit their bid in sealed envelope on or before the due date and time. 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 4000/- (Four Thousand) only in shape of DD/FDR in favour of Commissioner, Municipal Corporation Shimla.**

Both Section A and Section B duly sealed should be enclosed together in sealed cover and this envelop should be addressed to Commissioner M C, Shimla, Old District Judicial Complex Office, Shimla-171001. Bids will be received up to 4<sup>th</sup> August 2017 at 2:00 pm and same shall be opened on 3:30 pm in the office of the Joint Commissioner, M. C. Shimla. No bids will be attended received on 4<sup>th</sup> August, 2017 after 2:00 pm.

Terms of reference and other details can be downloaded from M. C. Shimla website [www.shimlamc.org](http://www.shimlamc.org). M C Shimla will not be responsible for delay in transit or damage or loss of tender document.

Sd,  
Commissioner  
Municipal Corporation, Shimla