



MAITREYI COLLEGE

(UNIVERSITY OF DELHI)

BAPU DHAM COMPLEX,
CHANAKYAPURI,
NEW DELHI-110021

Ref.No. MT/2020/ 1751-A

Dated:- 13.02.2020

To

14

Dear Sirs,

Sealed quotations are invited by the College to get the proposal of Disaster Management Plan with the details given below:-

<u>S.No.</u>	<u>Name of the items</u>
1.	Rapid Visual Assessment (RVA) of entire College buildings.
2.	Hazard Identification (if any) in the compound and recommendation to mitigate the effect.
3.	Identification of Accident-Prone Area and recommendation to reduce risk.
4.	Plan of Composition of different teams with task force.
5.	Preparation of Evacuation Map/Plan (Floor wise) should be in fluorescent material with identification of location, assembly area and evacuation path to be followed should be highlighted in entire college buildings.
6.	Provision of self lighted or fluorescent signage for evacuation.
7.	Documented Disaster Management Plan with Roles, Responsibilities and Authorities.
8.	Plan of different Disaster Scenarios.
9.	Plan of Mock Drill and brief simulation plan for staff members.
10.	Format for recording the simulation exercise and drafting the minute of the simulation exercise.
11.	Training on First-Aid, Basic Lifesaving Techniques, Use of Fire-Extinguishers, Search & Rescue Techniques of adequate number of employees.
12.	Carry out mock drills for entire college under different Disaster Scenarios.
13.	Basic Disaster Management Training to all employees.

Vendors are requested to please inspect the site before quoting the rates for the above work. Please note that GST must be quoted separately. The Principal reserves the right to reject some or all the quotations, without assigning any reasons, thereof. **Only Disaster Management qualified contractor with documentary proof may apply for the same.**

Mentioning of GST/TIN/PAN is mandatory, as per the Govt. policy.

The sealed quotations must reach the College on or before 04.03.2020.

Yours faithfully,

(Dr. Haritma Chopra)

Offg. Principal