

## Consultancy Assignment to prepare Preparation of Vision Document (2015-35)

### Detailed Scope of Work & Deliverables

#### 1. Statement of objectives

Preparation of Vision Document (2015-35) that would facilitate the Administration to:

- Develop the District as a Competitive Regional Destination that is economically sustainable
- Infrastructure Development (Economic & Social)
- Enhance the Social and Human Development Indices

#### 2. Detailed Scope of Work

The Collector intends to appoint a competent consultant to prepare the Vision Document (2015-35), through a process of comprehensive analysis of existing situation/status of various sectors in the district, identify development issues in co-ordination with the stakeholders/sector head, set development Goal and Objectives, Evolve Development Strategies, Resource Planning and mobilization strategy, Implementation and monitoring of the planned outlay and outcomes.

The Collector would render all necessary assistance in procuring the available data/information/reports required.

The services rendered by the Consultant would be as per the terms of reference outlined below:

#### A. District Level Data Collection and Compilation and sector / Spatial Review / Analysis

The Consultant shall collect all the relevant data in co-ordination with the department heads and carry out the necessary review / analysis of various sectors. The analysis / review may cover the following but not limited to:

1. Review of District Credit Plan, DPC Plan, Agriculture plan etc.
2. Study of Past Development Trend of the sector
3. Analysis of Existing Scenario
4. Identification and Prioritization of problems and potentials
5. Activities of Agencies involved
6. Evaluation of District level On going and Committed Projects and Programmes
7. Formulation of Location specific Development Suggestions
8. Study of emerging Development Trend

## **B. Review of the spatial analysis**

The following aspects are to be reviewed and analyzed:

1. Land use concentration patterns with in the District
2. Population concentration pattern
3. Population density variation pattern
4. Occupational Structure
5. Projection of population (Trend based)
6. Functional character of settlements
7. Urbanization
8. Existing Hierarchy of settlements
9. Resources pattern
10. Environmental status pattern
11. Infrastructure Coverage

## **C. Identification of Development Issues and Setting up of Goals and Objectives:**

After the spatial analysis and the sectoral analysis the development issues (both quantitatively and spatially) of various sectors in particular and the settlement in the goals and objectives of the Vision Document are to be framed with the aim of solving these critical development issues in particular and the remaining development issues is general. The Consultant shall be assisted by the Group the District Town and Country Planning Office and other relevant department in setting of the Development objectives and Goals

## **D. Formulation of Vision Document Framework and Concept**

Based on the Development Vision, Objectives and the Goals formulate Vision Document by enumerating various sectoral plans and the outcome to achieved in set time period . The Plan must address the following:

1. Development Vision
2. Economic Optimization
3. Infrastructure Adequacy
4. Sectoral Development
5. Social Welfare Development

Broad Components of Plan would include but not limited to :

1. Comprehensive District Vision Document for next 20 years

2. Benchmarking with the best

3. Promotions and Communications for consensual approach

4. Annual Plans and targets to be achieved

5. Resource Planning and allocation of Capacity Building

6. Financing Plan & Strategy

7. Monitoring the development outcome on measurable basis

E. Presentation of the Development Concept and General Development Strategy to various stakeholders and carry out a public consultation so as to ensure optimum participation from all

F. Identify areas that warrant Capacity Building and Institutional developments

G. Finalization of the Plan including the Development Outlay

H. Financial planning and Strategy

I. Highlighting the Development Outcome of the overall plan in General and sectors in specific including the milestones and benchmark

J. Drawing up of Project Monitoring and Implementation mechanism

3. Deliverables:

1) Inception Report

2) Draft Vision Document

3) Final Vision Document (5 Hard Copies & 1 Soft Copy in CD)