

GOVERNMENT OF ASSAM  
REVENUE AND DISASTER MANAGEMENT DEPARTMENT  
DISPUR, GUWAHATI-6

No.RGR.387/2016/16

Dated, Dispur the 15<sup>th</sup> February, 2017

Expression of Interest (EOI) is invited from Firms/ Institutions/ Organizations/ Agencies with expertise and experience in the field of Law/Process Engineering/Organizational Change Management to prepare the Assam Land Revenue Code incorporating the elements of the existing land related legislations, rules and manuals that are still relevant and the good practices and experiences in the field of land management from within and outside the country.

**A. Background :**

(1) The state of Assam with a population of 30.94 million and geographical area of 78,438 sq. kilometers is blessed with an wide variety of land mass. While the land under forest is under the administrative control of the Forest and Environment Department, the responsibility of the administration and management of other categories of land is with the Revenue and Disaster Management Department which carries out this responsibility through an administrative arrangement that includes Directorate of Land Records, Directorate of Land Reforms, a separate organization for Survey Operations, Inspectorate of Registration and Assam Survey and Settlement Training Centre at the state level and 35 Deputy Commissioner offices, 48 SDO(civil) offices, 75 Sub-Registrar Offices and 154 Revenue Circles at the district and sub-district levels. At the field level, there are Mauzadars, Supervisor Kanungoes and Lot Mandals to assist the higher authorities in various aspects of Land Revenue Administration. With the enactment of Disaster Management Act, 2005, two new administrative structures were created at the state and district levels in the form of Assam State Disaster Management Authority and the District Disaster Management Authority.

(2) There is a huge body of legislations, rules and manuals to govern the functioning of the Land Revenue Administration. Some of the important ones are as follows:

- a. The Assam Land and Revenue Regulation, 1886.
- b. Land Records Manual, 1905
- c. The Assam State Acquisition of Land Belonging to Religious or Charitable Institution of Public Nature Rule, 1962.
- d. The Assam Fixation of Ceiling on Land Holdings Rules, 1957.
- e. The Assam Bhoodan Gramdan Rules, 1968.
- f. The Registration Manual, Assam.
- g. Assam Land Acquisition Manual.
- h. THE ASSAM LAND GRABBING (PROHIBITION) ACT, 2010.
- i. The Assam (Temporarily Settled Areas ) Tenancy Act, 1971.
- j. The Assam Land (Requisition & Acquisition) Act, 1964..
- k. The Assam (Non Agricultural Urban Areas) Tenancy Act, 1955.

Detailed text of these can be accessed at the departmental website:  
<http://www.revenueassam.nic.in>

3. Need for a new comprehensive Assam land Revenue Code is felt because the existing land laws in the state are very old and may not meet present day requirements. Amendments to them were made from time to time, but the main frame-work remains un-changed. The world in the meanwhile has undergone considerable transformation entailing new kinds of demands and pressures on land, throwing up the need for new kinds of land relations, and triggering different kinds of expectations from the administrative machinery. There have been substantial changes in the overall land use pattern in the state over the years and the process is expected to intensify only with the pace of urbanization gathering momentum and relative importance of the secondary and tertiary sectors of the economy growing with every passing day. While the burgeoning demands of these sectors are to be met to sustain the economic growth, it is

equally important to address the issues of long term food security and conservation of land resources, keeping in mind the requirements of future generations. This calls for revisiting the existing legal and regulatory frameworks and devising effective instrumentalities to strike a nuanced balance among competitive demands on land resources.

Land reform has been a major concern of the government and there are several legislations in place to ensure equitable distribution of land among the landless and deprived sections of the society. The challenge has assumed gigantic proportions for a large section of the population rendered landless or homeless because of flood and erosion and shrinking size of the land available for redistribution. Gradual reduction in the landholding size further compounds the problem and makes it necessary to redefine the whole paradigm of land reforms as an instrument of equity.

Technology has opened up new vistas of efficiency, transparency and accountability. The traditional administrative structures and apparatuses for survey, settlement, record-keeping etc. need to be redrafted and rescripted to embrace the concept of e-governance. Besides, there is a need to ensure active citizen engagement in the land revenue administration to avoid inter-sectoral conflicts and tensions; and also to address the problem of corruption and undue harassment of the citizenry.

Government of Assam desires to develop the new Assam land Revenue Code as a holistic answer to the whole gamut of challenges and opportunities thrown by changing times and the future course of changes. The Code is envisaged to take care of the issues pertaining to administrative structures, institutional fabric, work processes and adoption of technology in the areas of management of land records, survey and mapping, land reform measures, optimal utilization of land resources, conservation, quality of manpower, citizen engagement etc.

## **B. Scope of work**

- a) Study the existing Land Laws, Rules and Manuals of Assam and relevance thereof in the changed times.
- b) Study and analyse the Land use pattern and emerging trends in this regard and legal and regulatory instrumentalities to govern new kinds of land relations.
- c) Study the organizational and structural framework of the Revenue Administration in the state from the view-point of bringing in greater efficiency, transparency, accountability and citizen-centricity.
- d) Study the good practices and experiences in the field of land management with relevance for the state.
- e) Prepare draft Assam Land Revenue Code incorporating the findings of these studies and analyses and finalize it after consultation with and with the approval of the Govt. of Assam.

## **C. Qualification & Experience:-**

The Institution/Organization/Agency must describe and explain its eligibility by indicating and including in their 'Expression of Interest' the following-

- i. Comprehensive Profile:- Organizational profile describing the nature of business, organ gram, field of expertise, years of experiences in regard to the areas of drafting of law, date of establishment with a breakdown of available personnel and their capacities. (Full and verified CVs of minimum 5 key personnel who will be engaged for this assignment).
- ii. Certificate of Registration.
- iii. Full and accurate physical, postal, telephone and e-mail address.
- iv. 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 of letter of indent to form a JV/Consortium.

v. Brief details of three important assignments of similar nature undertaken during last five years.

Supporting documents/ undertakings for all the above qualifications and experiences must be submitted alongwith the EOI.

**D. Approach and Methodology:-**

The selected Firm will be required to collect data/information from both primary and secondary sources and will have to undertake field visits to hold consultations with various stake- holders and hold discussion with relevant departments like Agriculture, Industry, Water Resource, Urban Development and Municipal Bodies etc. to substantiate the findings of the study of relevant documents.

There will be a state level Advisory Committee to examine the draft report submitted by the Firm. It will be the responsibility of the Firm to make suitable changes in the draft on the basis if the views and suggestions of the Advisory Committee and present the final draft of The Assam Land Revenue Code accordingly for the approval of the government. The draft Assam Land Revenue Code shall have to be prepared in a form which is approved for the consideration by the Assam Legislative Assembly.

**E. Time- Frame**

The time frame for the completion of the Assam land Revenue Code is 9 (nine) months from the date of the issue of work order.

**F. Criteria for Selection**

Suitable registered Firms will be shortlisted on the basis of the evaluation of the EoIs received which shall involve presentation by the Firms the EoIs of which are found to be acceptable. The shortlisted Firms will be issued Request for Proposal (RFP) to submit Technical and Financial Bids and the final selection of the Firm to carry out the work shall be done on the basis of Technical and Financial Bids received in accordance with the Combined Quality cum Cost Based System (CQCCBS) method.

EOI must be delivered on or before 4 (four) PM on 10/03/2017 at the following address:-

Smti. R. Barua, ACS, Secretary to Govt. of Assam  
Department of Revenue and Disaster Management,  
E Block, Assam Secretariat,  
Dispur, Guwahati- 781 006

The EOI may also be downloaded from <http://www.revenueassam.nic.in>  
EOIs received after the last date of submission shall not be considered.



Principal Secretary to the Govt. of Assam  
Revenue & D.M Department