



JAIPUR METRO

JAIPUR METRO RAIL CORPORATION LIMITED

Directorate of Operations & Systems

2nd Floor, RSIC Wing, Udyog Bhawan, Tilak Marg, C-Scheme, Jaipur-302005

Tel. No. 0141- 5192400 (O) & 5192401 (F), E-mail – dos.jmrc@gmail.com

No. JMRC/O&S/DO/Fire Expert/2015

Date 23.03.2015

To,

Shri Ishwar Lal Jat

Village Sarwari, Tehsil Dhod,

Thana Losal, District Sikar

cfo.jaipurmc@gmail.com

Sub.:- Appointment of Fire Expert for overall coordinating and control incharge of fire systems/ services of JMRC.

Dear Mr. Jat,

Jaipur Metro Rail Corporation is ready to commence its commercial operation of Phase-1A project from Mansarovar to Chandpole covering 9 metro stations. For capacity building of fire cell and to provide suitable training including monitoring of the fire system a Fire Expert, who is having suitability & competency in this subject, is required initially for one year, for the efficient and safe commercial operation of Jaipur Metro for fire issues.

We are seeking your proposal for appointment of Fire Expert as OSD (Fire) to ensure implementation of all the responsibilities on fire management.

You are requested to submit your financial proposal as per the terms & condition of the enclosed Terms of Reference latest by March 30th, 2015 at 16.00 hrs. to the office of undersigned.

Encl. Terms of Reference

Yours sincerely,

(C.S. Jeengar)

Director (Operations & Systems)



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ENGAGING A FIRE EXPERT AS OFFICER ON SPECIAL DUTY (OSD) FIRE

TERMS OF REFERENCE

1.0 Introduction and Objective of assignment:

- 1.1 Jaipur Metro Rail Corporation Ltd. (JMRC), herein after referred to the "Corporation", is a Special Purpose Vehicle (SPV) formed by the State Government of Rajasthan, as a wholly owned State Enterprise for execution, operation & maintenance of the Jaipur Metro Rail Project.
- 1.2 The Corporation is ready to operate its Phase-1A project covering 9 metro stations; namely Mansarovar, New Aatish Market, Vivek Vihar, Shyam Nagar, Ram Nagar, Civil Lines, Railway Station, Sindhi Camp (8 nos. elevated station) and Chandpole (underground station) in about 10 kms. double line route, Mansarovar Depot housing operation & maintenance facilities, Mansarovar and Sindhi Camp electric Receiving Sub Station and 10 metro trains each of four coaches etc. in its metro premises; after receiving final safety clearances from Commissioner of Metro Railway Safety, which is under progress.
- 1.3 Jaipur Metro, a Mass Rapid Transport System (MRTS) is passing through thickly populated areas and commercial hubs of the city as elevated (highest structure at about 30 meters) and underground (at depth of 15 meters from road level) corridor, where at any time more than 10000 public/ passengers will be occupying metro premises i.e. in trains and at stations etc.
- 1.4 Jaipur Metro is provided with State-of-the-Art, fire detection, suppression and handling systems in line with the provisions stipulated in:-
 - (i) Metro Railways General Rules, 2013;
 - (ii) Opening of Metro Railways for Public Carriage of Passengers Rules, 2013;
 - (iii) Safety Manual, JMRC, 2014;
 - (iv) Disaster Management Manual, JMRC, 2014;
 - (v) Station Working Orders, JMRC, 2014;
 - (vi) National Building Code of India;
 - (vii) Relevant Code Of Practices on Fire Extinguishers under BIS (IS) Codes;
 - (viii) Jaipur Development Authority (Jaipur Region Building) Bye Laws, 2010;
 - (ix) Relevant Codes of NFPA-10, 13, 14, 20, 130, 720, 2001 etc. & BS 6853 (1999);
 - (x) Special Instructions, JMRC and other working procedure orders & manuals etc.
 - (xi) Mock Drill (E&M) Manual, JMRC

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- 1.5 The complete work of execution of the fire system in Jaipur Metro premises i.e. at metro stations, in metro trains and other metro buildings etc. was assigned to Delhi Metro Rail Corporation Ltd. (DMRC) on turnkey basis by JMRC, who executed, monitored, completed and commissioned it on the similar pattern of Delhi Metro, a system which is working satisfactorily since last 12 years for metro rail services.
- 1.6 Most of all the JMRC employees (400 nos.), Metro Police staff (700 nos.), Outsourced staff for ticket vending, housekeeping & Customer Facilitation cum Watch & Ward etc. have been given exposure on operation of the fire systems. In addition, a Fire Cell, JMRC under Manager (E&M) as Nodal Officer with two supervisors i.e. Fire Supervisor (JE), Fire Inspector (JE) and associated Fire Maintainers, JMRC with specific duties through special instruction no. 01 dated 12.06.14 has been institutionalized.
- 1.7 The Fire Cell is just a beginner setup and under process to acquire adequate experience and expertise to manage the fire systems, JMRC. Therefore, for capacity building up of the Fire Cell, JMRC and suitable training including periodical monitoring of the fire systems to keep them all time fit; services of a fire expert, who is having suitability and competency in this subject, initially for one year is urgently required for the efficient & safe Jaipur Metro operation on fire issues.
- The Fire Expert shall be designated/ called as OSD (Fire) and work under the Corporation's Operations and Systems directorate.

2.0 Scope of work, responsibilities and duties of OSD (Fire):

- 2.1 As the fire system of JMRC is mainly spread over at 9 metro stations, one depot and two electric sub stations; normal requirement of the OSD (Fire) is assessed minimum 10 days in a month, however, the Director (O&S) may increase the working days as and when required by JMRC. No extra payment will be paid for duty of over and above 10 days in a month.
- 2.2 OSD (Fire) shall be overall coordinating and day to day control incharge of fire system/ services of JMRC. The Fire Cell consisting of Fire Supervisors and associated setup under them etc. shall report to the OSD (Fire) for all day to day activities. However, Manager (E&M), JMRC shall continue to be Nodal Officer on fire management and exercise his fire responsibilities in consultation with the OSD (Fire).
- 2.3 OSD (Fire) shall ensure implementation of all the responsibilities on fire as required under Acts/ Rules/ Manuals mentioned in para 1.4 above and/ or necessary operational, maintenance and other required activities to be setup and functionalize in JMRC, through Traction and E&M department to Director (O&S), JMRC for capacity building exercise on fire systems.

3.0 Deliverables:

- 3.1 Record and submission of report on fire management in JMRC, on monthly basis to Director (O&S) through Traction and E&M department.
- 3.2 Coordinate and organize periodical/ refresher fire fighting trainings to metro staff, metro police staff and other outsourced staff etc. of JMRC.
- 3.3 Organize periodical mock drills on fire systems.
- 3.4 Vendor development for maintenance spares, tools & plants, machinery and expertise outsourced manpower for the JMRC fire system.



3.5 Adequate documentation and training etc. to the Fire Cell, JMRC as per its responsibilities indicated in above para 1.4, so that it can independently take over all charges of fire system.

4.0 Commencement of Service:

Within 3 days from the date of issue of Letter of Acceptance (LOA), which is expected in the second week of April, 2015.

5.0 Time period of assignment:

One year from LOA i.e. April, 2015 to 31.03.2016.

6.0 Responsibilities of JMRC:

- 6.1 Supply of JMRC CUG SIM of its Rs. 499 Airtel plan with a monthly ceiling of total billed amount to Rs. 1200/-. Over and above of billing amount of Rs. 1200/- per month shall be borne by the OSD (Fire).
- 6.2 Duty Smart Card (SV-4) shall be issued at par with other metro employees.
- 6.3 For duty purposes to JMRC, use of its emergency road vehicle services shall be allowed. However, in case of non-availability of road vehicle, road transport charges shall be reimbursed by JMRC @ applicable to DGMs/ JGMs of JMRC, on self attested bill and duly verified through Director (O&S), JMRC. No dedicated road vehicle shall be provided.
- 6.4 Applicable office accommodation including office equipments etc. at par to JGM/ DGM of JMRC shall be arranged, preferably at Admin Building, Mansarovar Depot of JMRC.

7.0 Eligibility Criteria:

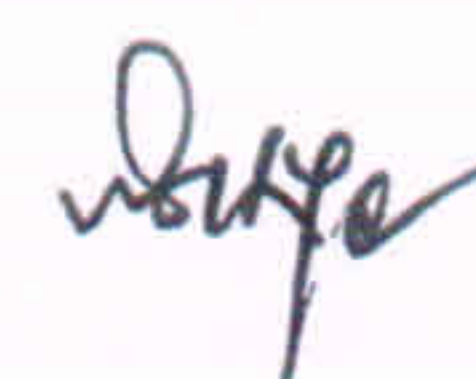
- 7.1 Satisfactorily discharged duties as Chief Fire Officer for 5 years or more in Government of Rajasthan, Government of India or any PSU of GoR/ GoI dealing Railways/ Metro Railways/ Nagar Nigam/ Oil Companies/ Ordinance Depot.
- 7.2 Possess/ passed a mandatory course for a fire officer at National Fire Services College, Nagpur.
- 7.3 Age 64 years or below as on 31.03.2015.
- 7.4 Physically and mentally fit to shoulder the duties of OSD (Fire), JMRC.

8.0 Financial Proposal:

- 8.1 The OSD (Fire)/ Fire Expert shall be paid remuneration as lump-sum monthly amount in rupees for the services as indicated in above para for normal duty of 10 working days in a month.
- 8.2 No other provisions except indicated in para 6.0 shall be chargeable to JMRC.

9.0 Payment Schedule:

- 9.1 The remuneration shall be paid to the OSD (Fire) as lump-sum of Rs. per month.
- 9.2 No extra payment will be paid except indicated in para 6 and 9.1 above. However, payment will be reduced on pro-rata basis, if the duties performed in a month are less than normal 10 working days.
- 9.3 Monthly remuneration shall be paid to the OSD (Fire) by account payee cheque upto 10th date of next month, on certification of duties by Director (O&S), JMRC.



10.0 Conflict of Interest:

The Corporation requires the OSD (Fire) to provide professional, objective and impartial duties and at all times hold the corporation's interest paramount, avoid conflicts with other assignments or its own corporate interests, and act without any consideration for further work/ services. The OSD (Fire), JMRC shall not engage either directly or indirectly, during the time period of assignment, any business or professional activities, which would conflict with activities assigned.

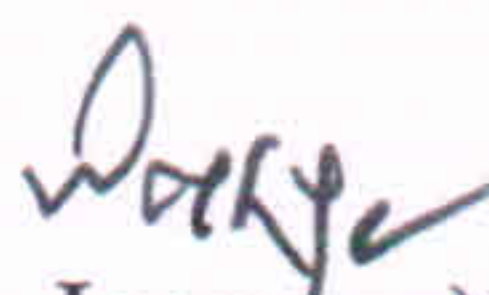
11.0 Termination of assignment:

Corporation can terminate the assignment of the OSD (Fire) by giving a written notice of not less than one month, if the OSD (Fire) fails to perform its part of duties and responsibilities, as stipulated and desired substantially. The Corporation after having terminating the assignment shall have the right to deploy other OSD (Fire)/ Fire Expert in JMRC.

Signature.....

Name of Applicant.....

Date:


(C.S. Jeengar)

Director (Operations and Systems),
Jaipur Metro Rail Corporation Ltd., Jaipur