

Request for Qualification (RFQ)

Recruitment of Professional (S&T) for various Signalling and Telecom activities related to Jaipur Metro Rail Project Phase-1 & 2

Procurement Notice Ref. No.: F7 (C- 359) JMRC/Services of Professional/Specialist (S&T)/2019

Published (Posted on): 20.11, 2019

Submission Deadline: 29.11, 2019

**General Manager (S&T)
Jaipur Metro Rail Corporation
Jaipur**



RFQ NOTICE

Ref. No.: F7 (C- 359) JMRC/Services of Professional/Specialist (S&T)/2019

Description of the Assignment: Professional Services related to S&T for facilitating and coordinating various activities related to Jaipur Metro Rail Project Phase 1 & 2.

Project Name/Title: Jaipur Metro Rail Project Phase 1 & 2

Post Title: Professional (S&T)

Period of Assignment/Services: 01 Year

Proposal should be submitted at the following address no later than _____, **2019** at **16:00 Hrs** at JMRC Project Directorate 1st Floor, A-Wing, Admin Building, Bhriugu Path, Mansarovar Depot, Jaipur-302020

1. Background

- 1.1 Jaipur Metro Rail Corporation Ltd. (JMRC), hereinafter referred to as "**the Corporation**", is a Special Purpose Vehicle (SPV) formed by Government of Rajasthan, as a wholly owned State Enterprise for execution of the Jaipur Metro Rail Project.
- 1.2 The section between Mansarovar Metro Station and Chandpole Metro Station of Jaipur Metro Rail Project Phase-1A has been opened for commercial operation on 03.06.2015. Post commercial operation there are lot of works related with Signalling and Telecommunication Systems deployed in the metro rail which are to be addressed/undertaken on continual basis like pending contractual requirements of S&T Systems viz., satisfactory conclusion of DLP & related issues with various S&T contractors, liaising with external agencies for statutory requirements for running of S&T systems, coordination with DMRC and contractors on technical problems cropping up during train running operation etc.
- 1.3 The Corporation is executing Jaipur Metro Rail Project Phase-1B Project comprising of two underground stations at Choti Chauper and Badi Chauper and tunnel section from Chandpole to Badi Chauper and reversal line. DMRC is the General Consultant (GC) for the Phase-1B.
- 1.4 The work pertaining to Jaipur Metro Rail Project Phase-1B is in full swing and commissioning related works are to be completed within next 06 months time to ensure opening for revenue operation without reversal.

Tender award activities for S&T systems, viz., Train Control and Signalling System Package, Telecommunication Systems Package, ISA Services Package and AFC System are completed while for the



remaining Packages, viz., IT Infrastructure tender related activity is underway. There is requirement of day-to-day interaction with ADB, GC-DMRC & Designated Contractors and JMRC Finance & Technical wings by a professional who is well conversant with the S&T Systems.

Further to this, post-tender activities viz., issue of LOA, preparation of Contract Agreement, award of Tenders, interfacing for resources and coordination on contractual issues with all concerned agencies for execution of the S&T Systems related works shall also have to be dealt with effectively, to maintain the pace of work.

Besides, lots of field level interaction with Contractors and all concerned agencies on technical and other matters pertaining to Contract Management as well as frequent site inspections are also required to ensure timely completion of S&T activities.

- 1.5 Jaipur Metro is exploring the possibility of execution of Jaipur Metro Phase-2 on EPC or PPP mode. Any technical matter within S&T ambit that may evolve during the course of exercise pertaining to this phase shall also have to be addressed. This is more pertinent in view of new genre of S&T systems which shall be adopted for Phase 2.

2. Objective of Recruitment

To implement and execute the assignment as detailed in the Background above, JMRC intends to hire services of an experienced professional conversant with S&T and AFC Systems in Metro Rail environment and who is capable of getting all these jobs done expeditiously to maintain the pace of the work of metro project.

3. Scope of Work, Responsibilities and Description

The scope of the services in accordance with these Terms of References (ToR) includes working to maintain close co-ordination at field level so as to ensure consistent, on time execution of project works. The scope of services for the Project shall, inter alia, include, but not be limited to the following:-

- 3.1 Liaising from JMRC Project side with DMRC, JMRC O&M and Contractors on Phase-1A related pending issues/contractual obligations.
- 3.2 Interfacing with ADB, GC-DMRC and concerned wings of JMRC on project related activities, for JMRC Phase-1B viz., Bid finalisation, award, and facilitating mobilisation of resources and requirements of executing agencies, overseeing and monitoring execution of S&T Phase-1B works.
- 3.3 Liaising from JMRC Project side with external agencies on fulfillment of statutory and regulating obligations as required from time to time for S&T Systems works.



- 3.4 Liaisoning with Govt. agencies and facilitating for Custom Duty Exemption Certificates for import content required for various S&T Contracts.
- 3.5 Coordination with various statutory bodies viz. Labour Department, BSNL, JVVNL etc., on contract execution matters.
- 3.6 Review of design and documents as submitted by the GC contractors like installation methodology, installation, Signalling Scheme Plan, Selection Table, testing and commissioning plans, migration plan, test reports, safety cases etc.
- 3.7 Field monitoring and coordination activities during S&T work execution and commissioning phase.
- 3.8 To attend meetings, undertake site visits, conferences and workshops as and when required and directed.
- 3.9 To prepare detailed factual reports from Project Directorate side for status and progress related with S&T Systems work.
- 3.10 Any other assignments entrusted by controlling authority from time to time.
- 3.11 To work for constantly improving the brand image of Metro in public mind.

4. Requirements for Age, Experience and Qualifications

4.1 Academic Qualifications:

- 4.1.1 Essential - Professional should hold a full time Bachelor's degree in Electronics Engineering from a Govt. recognized Institute / University.
- 4.1.2 Desirable - Master's degree or higher in relevant field or Management.

4.2 Experience:

- 4.2.1 Professional must have experience of more than 25 years having worked in PSE/PSU/Government Department.
- 4.2.2 Minimum 5 years of demonstrable experience in S&T and AFC Systems of Metro Rail Projects.
- 4.2.3 Professional should have experience of working on International funded Project.
- 4.2.4 Professional should have rendered his services as consultant in Government/PSE/PSU/Private body for at least one year.
- 4.2.5 Professional should have experience in Application of authorization by CMRS & CMRS Inspection and Clearance Activities.

4.3 Competencies:

- 4.3.1 Demonstrated experience in S&T and AFC related works pertaining to Operations & Maintenance in Metro Rail Environment, especially Underground Metro Rail Section.



- 4.3.2 Experience in Metro Rail Project and Contract Management.
- 4.3.3 Professional should be involved in at least one bidding process each of Metro Rail Project based on Global Bidding, National Bidding & Single Source Bidding.
- 4.3.4 Experience in working on projects involving procedures and policies of International Funding Agencies viz., ADB, World Bank etc.

4.4 **Age:-**

Professional should be maximum 58 years of age as on 01.11.2019.

4.5 **Encumbrance:-**

The Professional should be free from any active Contractual obligation or engagement with any form of Agency no later than one month from the date of submission of Offer against this RFQ and a declaration of not having any contractual liability extending beyond one month from the date of offer submission is to be submitted.

4.6 **Joining:-**

If the Professional fails to join the assignment within 07 (Seven) days of issue of LOA, his offer shall be summarily rejected without granting any extension. JMRC reserves the right to offer the services to second highest Offeror. Apart from this, professional shall be banned from participating in any hiring process of JMRC for next two years.

Note:- The Professional should submit documentary evidence of fulfilling all the above requirements Clause wise.

5. Documents To Be Included When Submitting The Technical Proposals

- 5.1 Interested Professional must submit the following documents forming Technical Proposal before the deadline stipulated in the Procurement Notice. Such documents are:
 - 5.1.1 Technical Proposal cover letter as per Annexure I
 - 5.1.2 Resume duly signed along with substantiating documents / testimonials.
 - 5.1.3 Checklist duly signed.

6. Time Period of assignment:

- 6.1 The Professional shall be required to commence his service within the time period stipulated in the LOA (Letter of Acceptance).
- 6.2 The Assignment shall be for a period of 01 Year.

7. FINANCIAL PROPOSAL

- 7.1 The Financial Proposal shall specify a total lump-sum amount per month for rendering professional services exclusive of applicable GST.



- 7.2 The Financial Proposal to be submitted as per prescribed format given in Annexure II.
- 7.3 In preparing the Financial Proposal, the Professional is expected to take into account the requirements and conditions of the TOR attached with this RFQ. The Professional shall indicate consolidated cost associated with the Assignment, like remuneration and reimbursable other services.
- 7.4 The Financial Offer should be valid for a period of 45 days from the date of offer opening.

8. Payment Schedule

- 8.1 The remuneration, inclusive of all taxes but excluding GST if any, of the Professional will be paid monthly.
- 8.2 The professional shall use his own mobile for the assignment and will not claim any reimbursement of mobile/telephone/ internet expenses.
- 8.3 Lodging charges, boarding charges, local taxi charges and per diem allowance for the journeys performed outside the Jaipur for official purpose will be made to the Professional equivalent to entitlement of the officers of GM or equivalent level in the Corporation.
- 8.4 The payment will be released to the Professional on the basis of monthly attendance.
- 8.5 The Professional is entitled for all the Govt. Holidays; however Professional may be called after duty hours or on any Holidays as per the exigencies of work and no extra payment will be made for it.
- 8.6 The Professional is entitled for 10 days casual leave in the whole period of this assignment and if he avails leave of more than 10 days then payment will be deducted on Prorata basis.

9. JMRC Obligations

- 9.1 The Professional shall be provided with fully furnished office equipped with Desktop Computer, Printer, Landline Telephone, Wi-Fi connectivity, stationary and Storage facility to keep records on no-cost.
- 9.2 An Office Boy and a Data Entry Operator for executing the services will be given on no-cost basis to the Professional as per the requirements of the work.
- 9.3 The Professional shall be allowed to use pool vehicle of the Corporation, on need basis, for performing duties related to coordination activities, attending meetings and field work progress monitoring and inspections requiring sites movements and field level interactions with contractors and other concerned agencies.
- 9.4 Staff working in Jaipur Metro will assist the Professional in handling this assignment.



10. EVALUATION

The Individual Professional will be evaluated based on **Quality and Cost Based Selection (QCBS)**, taking into consideration the conditions of the qualifications, experience, technical and financial proposal. Evaluation and comparison of offers is appended below.

The award of the contract shall be made to the individual Professional after the offer has been evaluated and determined as:

- Responsive/compliant/acceptable; and
- Having received a high score out of a pre-determined set of weighted technical and financial criteria specific to the solicitation.
- For determining responsiveness, professional should at least fulfill the requirements as laid down in Clause 4 Para 4.1.1, 4.2.1, 4.2.2, 4.3.1 4.3.2, 4.4 and 4.5.
- A Professional shall be deemed to be Technically qualified only if he scores a minimum of 70 points in Technical Competence besides being adjudged to be responsive/compliant/acceptable as above. Non-fulfillment of this criteria will render professional technically ineligible and his offer will be rejected without giving any consideration to his Financial offer.
- Technical Criteria – 70% of total evaluation; Financial Criteria – 30% of total evaluation.

Criteria	Weight	Max. Point
Technical Competence (based on CV Proposal)	70%	100
Education <ul style="list-style-type: none">• Graduation in terms of Clause 4.1.1• Post-Graduation in terms of Clause 4.1.2		10 10
Experience <ul style="list-style-type: none">• Work Experience in Government/PSU/PSE in terms of Clause 4.2.1• Working in S&T and AFC Systems of Metro Rail Projects in terms of Clause 4.2.2• Experience in working on International funded Project in terms of Clause 4.2.3 & 4.3.4• Experience in CMRS related activities of Metro Rail Projects in terms of Clause 4.2.5• Experience in Services as Consultant in terms of Clause 4.2.4• Experience in S&T and AFC in Operation & Maintenance in terms of Clause 4.3.1• Experience in Metro Rail Project and Contracts Management in terms of Clause 4.3.2• Experience in Bidding processes of Metro Rail Project in terms of Clause 4.3.3		10 10 10 10 10 10 10 10
Financial	30%	Normalized on a scale of 100



Evaluation and comparison of offer:

70% weightage will be awarded for Technical Evaluation and 30% weightage will be awarded for Financial Evaluation.

Technical Bid will be assigned a Technical score (Ts) out of maximum of 100 points, as per the Scoring Model provided in table above.

The Financial Scores would be normalized on a scale of 100 and the rest being awarded on pro-rata basis as under:

Final Evaluation Criteria – Quality and Cost Based Selection (QCBS)

The individual Offeror's financial score are normalized as per the formula below:

$F_n = F_{min}/F_b * 100$ where,

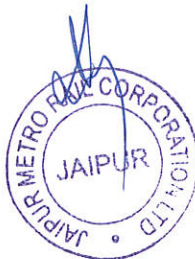
F_n = Normalised Financial score for the Offeror under consideration

F_b = Absolute financial quote for the Offeror under consideration

F_{min} = Minimum absolute financial quote (Lowest Offered Quote)

Composite Score (S) = $T_s * 0.7 + F_n * 0.3$

The Offeror with the **highest** Composite score (S) would be awarded the contract.



Cover Page

TECHNICAL PROPOSAL

**Recruitment of Professional (S&T)
for various Signalling and Telecom activities related to
Jaipur Metro Rail Project Phase-1 & 2**

Ref. No.: F7 (C- 359) JMRC/Services of Professional/Specialist (S&T)/2019

Submitted by: [insert here]

Date of Submission: [insert here]

Submission Deadline: [insert here]

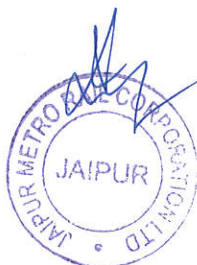


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TECHNICAL PROPOSAL COVER PAGES

Cover Page (use the template hereto)

Cover Letter (use the template hereto)

Statement of Declaration (use the template hereto)

SECTION I. TECHNICAL PROPOSAL SUBMISSION FORM

1.1 Detailed Resume / Curriculum Vitae

Documentation Requirement Checklist (please refer to the checklist attached hereto)



Cover Letter

Date: [insert date]

Director (Project)
Jaipur Metro Rail Corporation Ltd.,
1st Floor, A-Wing, Admin Building,
Bhrigu Path, Mansarovar Depot,
Jaipur-302020

Sub:-RFQ No.: F7 (C- 359) JMRC/Services of Professional/Specialist (S&T)/
2019 for Professional Services related to S&T for facilitating and
coordinating various activities related to Jaipur Metro Rail Project Phase 1
& 2.

Dear Sir

In reference to RFQ as at subject matter for recruitment of Professional (S&T) with Jaipur Metro Rail Corporation Limited Jaipur, I, the undersigned, offer to provide my services for the said position as may be ascertained in accordance with the Technical and Price Schedule attached herewith and made part of this Proposal.

I undertake, if my Proposal is accepted, to commence the assignment specified in the Contract within the time frame stipulated in the Terms of Reference (ToR).

I agree to abide by this Proposal for a period of 45 days from the date fixed for opening of Proposals in the RFQ Notice, and it shall remain binding upon me and may be accepted at any time before the expiration of that period.

I understand that you are not bound to accept any Proposal you may receive.

Full Name:

Signature: _____

Date Signed:



Statement of Declaration

Date:

Director (Project)
Jaipur Metro Rail Corporation Ltd.,
1st Floor, A-Wing, Admin Building,
Bhrigu Path, Mansarovar Depot,
Jaipur-302020

Sub:-RFQ No.: F7 (C- 359) JMRC/Services of Professional/Specialist (S&T)/
2019 Dated 20.11.2019 for Professional Services related to S&T for facilitating
and coordinating various activities related to Jaipur Metro Rail Project Phase 1 &
2.

Dear Sir

I, the undersigned, hereby offer to provide services as Professional (S&T) with Jaipur Metro Rail Corporation Limited Jaipur, in accordance with RFQ as at subject matter. I am hereby submitting the Proposal, which includes the Technical Proposal and Financial Proposal sealed under a separate envelope.

In this regard, I hereby declare that:

- i. All the information and statements made in this Proposal are true and I accept that any misrepresentation contained in it may lead to our disqualification;
- ii. I have never been removed / suspended from service of Organisation(s) I have worked for, nor there is any pending litigation or any legal action against me which could impair my professional service; and
- iii. I am not currently employed in permanent or temporary capacity with any other entity, Government or Private / I undertake to be free of current contractual liability within 30 days from date of submission of offer against this RFQ.

I undertake, if the Proposal is accepted, to initiate the assignment just after award of LOA / signing of Contract Agreement.

I fully understand and recognize that JMRC is not bound to accept this proposal, that I shall bear all costs associated with its preparation and submission, and that JMRCL will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the evaluation.

Yours sincerely,

Full Name:

Signature: _____

Date Signed: _____



**OFFEROR'S LETTER TO JMRC
CONFIRMING INTEREST AND AVAILABILITY
FOR THE PROFESSIONAL ASSIGNMENT**

Date: [Insert Date Filling the Form]

Director (Project)
Jaipur Metro Rail Corporation Ltd.,
1st Floor, A-Wing, Admin Building,
Bhrigu Path, Mansarovar Depot,
Jaipur-302020

Sub:-RFQ No.: F7 (C- 359) JMRC/Services of Professional/Specialist (S&T)/
2019 Dated 20.11. 2019 for Professional Services related to S&T for
facilitating and coordinating various activities related to Jaipur Metro Rail
Project Phase 1 & 2.

Dear Sir,

I hereby declare that:

- a) I have read, understood and hereby accept the Terms of Reference (ToR) describing the duties and responsibilities of [indicate title of assignment] under the [state project title];
- b) I hereby propose my services and I confirm my interest in performing the assignment through the submission of my CV which I have duly signed and attached hereto as **Attachment**;
- c) In compliance with the requirements of the Terms of Reference (ToR), I hereby confirm that I am available for the entire duration of the assignment, and I shall perform the services in the manner as prescribed by JMRC.
- d) I hereby propose to complete the services based on the following payment rate on the prescribed format which I have attached hereto **Financial Proposal** as attachment:
☐ A total lump-sum amount as stated in the Financial Proposal which will be payable in the manner described in the Terms of Reference (ToR).
- e) I recognize that the payment of the above mentioned amounts due to me shall be based on my delivery of outputs as specified in the ToR, which shall be subject to JMRC's review, acceptance and payment certification procedures;
- f) This offer shall remain valid for a total period of **45 days** after the submission deadline;
- g) If I am selected for this assignment, I shall sign a Contract Agreement with JMRC;



- h) I hereby confirm that at the time of this submission, I have no active Individual Contract or any form of engagement with any entity Government or Private/ I shall be free of current contractual liability within 30 days from date of submission of offer against this RFQ;
- i) I fully understand and recognize that JMRC is not bound to accept this proposal, and I also understand and accept that I shall bear all costs associated with its preparation and submission and that JMRC will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the selection process.

Full Name:

Signature: _____

Date Signed:



Checklist

SN	Documentation / Requirement	Yes	No	If "No" Reason
1	Cover Letter	<input type="checkbox"/>	<input type="checkbox"/>	
2	Offeror's Letter	<input type="checkbox"/>	<input type="checkbox"/>	
3	Statement of Declaration	<input type="checkbox"/>	<input type="checkbox"/>	
4	Curriculum Vitae duly signed along with all supporting documents	<input type="checkbox"/>	<input type="checkbox"/>	
5	Fulfill the Essential Required Academic Qualification as stipulated in Clause 4.1.1 of RFQ	<input type="checkbox"/>	<input type="checkbox"/>	
6	Fulfill the required conditions as stipulated in Para 4 of RFQ	<input type="checkbox"/>	<input type="checkbox"/>	
7	I hereby confirm that at the time of this submission, I have no active Individual Contract or any form of engagement with any Govt or Private entity/ I shall be free of current contractual liability within 30 days from date of submission of offer against this RFQ	<input type="checkbox"/>	<input type="checkbox"/>	
8	I undertake to take up the assignment within the time period stipulated in LOA	<input type="checkbox"/>	<input type="checkbox"/>	
9	I undertake to abide by the requirements of the Terms of Reference (ToR) of the subject RFQ and hereby confirm availability for the entire duration of the assignment, and to perform the services in the manner as stipulated by JMRC	<input type="checkbox"/>	<input type="checkbox"/>	
10	Accept all provisions of RFQ and TOR attached hereto	<input type="checkbox"/>	<input type="checkbox"/>	
11	Prepared Financial Proposal as per the Template to be enclosed as separate document			

All other information and documentations that we have not provided automatically implies our fully compliance with the requirements, terms and conditions of the RFQ.

Full Name:

Signature: _____

Date Signed:

No



Cover Page

FINANCIAL PROPOSAL

Recruitment of Professional (S&T)

for various Signalling and Telecom activities related to

Jaipur Metro Rail Project Phase-1 & 2

Ref. No.: F7 (C- 359) JMRC/Services of Professional/Specialist (S&T)/2019

Submitted by: [insert here]

Date of Submission: [insert here]

Submission Deadline: [insert here]



Cover Letter

Director (Project)
Jaipur Metro Rail Corporation Ltd.,
1st Floor, A-Wing, Admin Building,
Bhrigu Path, Mansarovar Depot,
Jaipur-302020

Sub:-RFQ No.: F7 (C- 359) JMRC/Services of Professional/Specialist (S&T)/
2019 for Professional Services related to S&T for facilitating and
coordinating various activities related to Jaipur Metro Rail Project Phase
1 & 2.

Dear Sir:

In reference to RFQ as at subject matter for recruitment of Professional (S&T) with Jaipur Metro Rail Corporation Limited Jaipur, I, the undersigned, offer to provide my services for the said position for the lump-sum amount of **[insert the lump-sum amount in figures and words including the currency]** as may be ascertained in accordance with the Price Schedule attached herewith and made part of this Proposal.

I undertake, if my Proposal is accepted, to commence the assignment specified in the Contract within the time frame stipulated in the Terms of Reference (ToR).

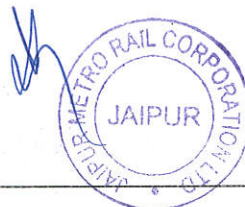
I agree to abide by this Proposal for a period of 45 days from the date fixed for opening of Proposals in the RFQ Notice, and it shall remain binding upon me and may be accepted at any time before the expiration of that period.

I understand that you are not bound to accept any Proposal you may receive.

Full Name:

Signature: _____

Date Signed:



ANNEXURE-II**FINANCIAL PROPOSAL SUBMISSION FORM****Directions:**

- a. The Financial Proposal shall specify a total lump-sum amount per month for rendering professional services exclusive of applicable GST.
- b. The Financial Proposal to be submitted as per prescribed format given as hereunder.
- c. **Do not include** any conditional statement(s) about your financial lump-sum amount and partial financial quotation is also not allowed.

SN	Work	Offered Price per Month
1.	Professional Services related to S&T for facilitating and coordinating various activities related to Jaipur Metro Rail Project Phase 1 & 2.	Rs.
	Total Price per Month	Rs.
	GST (to be paid by the Corporation)	As Applicable
	Grand Total per Month	Rs.

Signature & Name with Address of the Professional

Amount in Words: [Insert the total amount in words]



TERMS OF REFERENCE

General Information

Services/Work Description: Professional Services related to S&T for facilitating and coordinating various activities related to Jaipur Metro Rail Project Phase 1 & 2

Project Title: Jaipur Metro Rail Project Phase-1 & 2

Post Title: Professional (S&T)

Duty Station: Jaipur

Duration: 01 Year

Expected Start Date: Immediately after issue of LOA

1. Background/Project Description

- 1.1 Jaipur Metro Rail Corporation Ltd. (JMRC), hereinafter referred to as "**the Corporation**", is a Special Purpose Vehicle (SPV) formed by Government of Rajasthan, as a wholly owned State Enterprise for execution of the Jaipur Metro Rail Project.
- 1.2 The section between Mansarovar Metro Station and Chandpole Metro Station of Jaipur Metro Rail Project Phase-1A has been opened for commercial operation on 03.06.2015. Post commercial operation there are lot of works related with Signalling and Telecommunication Systems deployed in the metro rail which are to be addressed/undertaken on continual basis like pending contractual requirements of S&T Systems viz., satisfactory conclusion of DLP & related issues with various S&T contractors, liaising with external agencies for statutory requirements for running of S&T systems, coordination with DMRC and contractors on technical problems cropping up during train running operation etc.
- 1.3 The Corporation is executing Jaipur Metro Rail Project Phase-1B Project comprising of two underground stations at Choti Chauper and Badi Chaupar and tunnel section from Chandpole to Badi Chaupar and reversal line.
- 1.4 The work pertaining to Jaipur Metro Rail Project Phase-1B is in full swing and commissioning related works are to be completed within next six months' time to ensure opening for revenue operation without reversal.

Tender award activities for S&T and AFC systems, viz, Train Control and Signalling System Package, Telecommunication Systems Package, ISA Services Package and AFC System Package is completed and IT Infrastructure tender related activities is underway. There is



requirement of day to day interaction with ADB, GC-DMRC & Designated Contractors and JMRC Finance & Technical wings by a professional who is well conversant with the S&T Systems.

Further to this, post-tender activities viz., issue of LOA, preparation of contract agreement, award of tenders, interfacing for resources and coordination on contractual issues with all concerned agencies for execution of the S&T Systems related works shall also have to be dealt with effectively, to maintain the pace of work.

Besides, lot of field level interaction with Contractors and all concerned agencies on technical and other matters pertaining to Contract Management as well as frequent site inspections are also required to ensure timely completion of S&T activities.

- 1.5 Jaipur Metro is exploring the possibility of execution of Jaipur Metro Phase-2 on EPC or PPP mode. Any technical matter within S&T ambit that may evolve during the course of exercise pertaining to this phase shall also have to be addressed. This is more pertinent in view of new genre of S&T systems which shall be adopted for Phase 2.
- 1.6 To implement these works, services of an experienced professional conversant with S&T Systems in Metro Rail environment and who is capable of getting all these jobs done expeditiously is required to maintain the pace of the work of metro project.

2. Scope of Work & Expected Deliverables

- 2.1 The scope of the services in accordance with these Terms of References (ToR) includes working to maintain close co-ordination at field level so as to ensure consistent, on time execution of project works. The scope of services for the Project shall, inter alia, include, but not be limited to the following:
 - 2.1.1 Liaising from JMRC Project side with DMRC, JMRC O&M and Contractors on Phase-1A related pending issues/contractual obligations.
 - 2.1.2 Interfacing with ADB, General Consultant to Phase-1B - DMRC and concerned wings of JMRC on project related activities, for JMRC Phase-1B viz., Bid finalisation, award, facilitating mobilisation of resources and requirements of executing agencies, overseeing and monitoring execution of S&T Phase-1B works.
 - 2.1.3 Liaising from JMRC Project side with external agencies on fulfillment of statutory and regulating obligations as required from time to time for S&T Systems works.



- 2.1.4 Liaisoning with Govt. agencies and facilitating for Custom Duty Exemption Certificates for import content required for various S&T Contracts.
- 2.1.5 Coordination with various statutory bodies viz. Labour Department, BSNL, JVVNL etc., on contract execution matters.
- 2.1.6 Review of design and documents as submitted by the contractors like installation methodology, installation, testing and commissioning plans, migration plan, test reports, safety cases etc.
- 2.1.7 Field monitoring and coordination activities during S&T work execution and commissioning phase.
- 2.1.8 To attend meetings, undertake site visits, conferences and workshops as and when required and directed.
- 2.1.9 To prepare detailed factual reports from Project Directorate side for status and progress related with S&T Systems work.
- 2.1.10 Any other assignments entrusted by controlling authority from time to time.
- 2.1.11 To work for constantly improving the brand image of Metro in public mind.

3. Organizational Arrangement/Reporting Relationships

- 3.1 Duty Station : Jaipur
- 3.2 The Professional will work under Director (Project) or equivalent level of officers in the Corporation.
- 3.3 Payment shall be made on monthly basis based on recommendation of controlling authority and approval of accepting authority.

4. Logistics and administrative support to professional

- 4.1 The Professional shall be provided with fully furnished office equipped with Desktop Computer, Printer, Landline Telephone Wi-Fi connectivity, stationary and Storage facility to keep records on no-cost to the Professional.
- 4.2 An Office Boy and a Data Entry Operator for executing the services will be given on no-cost to the Professional as per the requirements of the work.
- 4.3 The Professional shall be allowed to use pool vehicle of the Corporation, on need basis, for performing duties related to coordination activities, attending meetings and field work progress monitoring and inspections requiring sites movements and field level



interactions with contractors and other concerned agencies.

- 4.4 Staff working in Jaipur Metro will assist the Professional in handling this assignment.

5. Required Age, Qualifications, Experience & Competency of the Professional:

5.1 Academic Qualifications:

- 5.1.1 Essential - Professional should hold a full time Bachelor's degree in Electronics Engineering from a Govt. recognized Institute / University.

- 5.1.2 Desirable - Master's degree or higher in relevant field or Management.

5.2 Experience:

- 5.2.1 Professional must have experience of more than 25 years having worked in PSE/PSU/Government Department.

- 5.2.2 Minimum 5 years of demonstrable experience in S&T and AFC Systems of Metro Rail Projects.

- 5.2.3 Professional must have experience of working in International funded Project.

- 5.2.4 Professional must have rendered his services as consultant in Government/PSU/Private body for at least one year.

5.3 Competencies:

- 5.3.1 Demonstrated experience in S&T and AFC related works pertaining to Operations, Maintenance & Project in Metro Rail Environment, especially Underground Metro Rail Section. Out of the experience thus gained, minimum two years should be in Operations and Maintenance and two years in Project pertaining to S&T and AFC works of Metro Rail.

- 5.3.2 Experience in Metro Rail Project and Contract Management.

- 5.3.3 Professional should be involved in at least five bidding processes of Metro Rail Project based on ICB, NCB & Services.

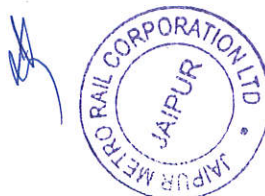
- 5.3.4 Experience in working on projects involving procedures and policies of International Funding Agencies viz., ADB.

5.4 Age:-

Professional should be maximum 58 years of age as on 01.11.2019

6. Time Period of assignment:

- 6.1 The Professional shall commence his service within the time period stipulated in LOA (Letter of Acceptance).



6.2 The Assignment shall be for the period of 01 Year.

7. Financial Proposal

7.1 In preparing the Financial Proposal, the Professional is expected to take into account the requirements and conditions of the TOR. The Professional shall indicate all costs associated with the Assignment, like remuneration and reimbursable other services.

8. Payment Schedule

- 8.1 The remuneration, inclusive of all taxes but excluding GST if any, of the Professional will be paid monthly.
- 8.2 The professional shall use his own mobile for the consultancy work and will not claim any reimbursement of mobile/telephone/ internet expenses.
- 8.3 Lodging charges, boarding charges, local taxi charges and per diem allowance for the journeys performed outside the Jaipur for official purpose will be made to the Professional equivalent to entitlement of the officers of GM or equivalent level in the corporation.
- 8.4 The payment will be released to the Professional on the basis of monthly attendance.
- 8.5 The Professional is entitled for all the Govt. Holidays; however Professional may be called after duty hours or on any Holidays as per the exigencies of work and no extra payment will be made for it.
- 8.6 The Professional is entitled for 10 days casual leave in the whole period of this assignment and if he avails leave of more than 10 days then payment will be deducted on Prorata basis.

9. JMRC Obligations

- 9.1 The Professional shall be provided with fully furnished office equipped with Desktop Computer, Printer, Landline Telephone, Wi-Fi connectivity, stationary and Storage facility to keep records on no-cost.
- 9.2 An Office Boy and a Data Entry Operator for executing the services will be given on no-cost to the Professional as per the requirements of the work.
- 9.3 The Professional shall be allowed to use pool vehicle of the



Corporation, on need basis, for performing duties related to coordination activities, attending meetings and field work progress monitoring and inspections requiring sites movements and field level interactions with contractors and other concerned agencies.

- 9.4 Staff working in Jaipur Metro will assist the Professional in handling this assignment.

10. Conflict of Interest

The Corporation requires that the Professional provide his services in a professional, objective and impartial manner and at all times hold the Corporation's interests paramount, avoid conflicts with his other assignments or interests, and act without any consideration for future work. The Professional shall not engage, either directly or indirectly, during the term of this assignment in any business or professional activities which would conflict with the activities assigned to him by JMRC.

11. Termination of Assignment:

The Corporation can terminate the assignment between the Professional and the Corporation by giving a written notice of not less than one month, if the Professional fails to perform his duties and responsibilities in any manner on any occasion. Similarly the Professional can leave the assignment by giving a written notice of one month to JMRC.

Signature & Name
of the Professional

Signature & Name
of the Authorised Signatory

