

## **1. Notice Inviting Bids (NIB)**

**JMRC hereby invites proposal for engagement of consultant (Land) for facilitating & coordinating Land Cell of Jaipur Metro for various activities related to Jaipur Metro Rail Project for Phase 1 & Phase 2.**

Procurement Notice reference No: F7(C-369)/JMRC/Land Cell Consultant/2020 dated 10.02.2020


Bid Submission Deadline: On all working days upto 15:00 Hrs of 19.02.2020

Opening of Bid: 19.02.2020 at 15:30 Hrs

Description of Assignment	: Engagement of Consultant (Land) for facilitating & coordinating Land Cell of Jaipur Metro for various activities related to Jaipur Metro Rail Project for Phase 1 & Phase 2
Project Name/Title	: Jaipur Metro Rail Project for Phase 1& Phase 2
Post Title	: Consultant (Land)
Period of Assignment/Service	: 01 Year

Proposal should be submitted at the following address:

**JMRC Project Directorate  
1<sup>st</sup> Floor, A-Wing, Admin Building,  
Bhriugu Path, Mansarovar Depot, Jaipur – 302020.**

  
General Manager (PP&PPP)  
Jaipur Metro Rail Corporation  
Jaipur

## **2. Instructions to Bidders (ITB)**

- 2.1 Bidder is required to submit the proposal with all requisite documents listed under 'Checklist' in sealed envelope.
- 2.2 Bidder shall submit all the relevant documents duly attested to establish the proof for qualification eligibility alongwith the CV.
- 2.3 This bid is a single stage-single envelop bidding system.



### **3. Qualification Criteria of Professional**

- 3.1 Professional must have experience of more than 30 years and have served in the Government Department.
- 3.2 Professional must be a retired officer from Rajasthan Administrative Services/Rajasthan Taxation Services cadre/Rajasthan Tehsildar Services.
- 3.3 Professional must possess experience of minimum 03 years Metro Rail related project in India.
- 3.4 Professional must possess extensive experience in dealing with matters related to Land Acquisition, Rehabilitation and Resettlement.



#### **4. Bidding Form (Format of Financial Offer)**

<b>SN</b>	<b>Work</b>	<b>Offered Price per Month</b>
1.	Professional services for facilitating and coordinating for land cell of Jaipur metro for various activities related to Jaipur Metro Rail Project Phase-1 & 2 as per attached Terms of Reference (ToR)	
	Total Price per Month	
	GST (to be paid by the Corporation)	
	Grand Total per Month	

Signature & Name with Address of the Professional



## **5. Condition of Contract (Terms of Reference)**

### **TERMS OF REFERENCE**

#### **1. Introduction & Objective of assignment**

- 1.1 Jaipur Metro Rail Corporation Ltd. (JMRC), hereinafter referred to **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 Corporation is executing Jaipur Metro Rail Project Phase-IB and has already commissioned Phase 1A from Mansarovar to Chandpole and plan to construct Phase 2 in near future from Sitapura to Ambabari.
- 1.3 For successful operation and planning of Metro Rail project, requirement of a strong Land Cell is inevitable, because of the time to time liaison with Revenue Department, other government departments, matters related to Land Acquisitions, land related court proceedings etc.
- 1.4 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. However section has been opened for public, still matters related to land keep on arising time and again.
- 1.5 The construction work of Jaipur Metro Rail Project Phase-1B is also in full swing and soon be made operational.
- 1.6 Day to day interaction with District Administration & other departments is being necessitated to counter the resistance created by notorious elements in the public. There are other issues related with land, temple, safety and encroachment, which are to be taken up on priority.
- 1.7 Jaipur Metro is also planning for Jaipur Metro Phase 2, which is proposed to be three times the length of already operations Phase, hence the complexity and magnitude of work related to Land Cell is ought to increase manifold. The work related to land use survey, finalization of station locations and land acquisition related issues are envisaged.

#### **2. Scope of Work**

- 2.1 The Professional will be called Consultant (Land) and will assist and facilitate all the work related to Land Cell and shall report to Executive Director (Civil) and General Manager (PP & PPP) or equivalent level of officers in the Corporation in matters mentioned but not limited to the responsibilities and duties.





- 2.2 The scope of the services in accordance with these Terms of References (ToR) includes working and assisting Land Cell in all matters brought to him in order to maintain close co-ordination at field level so as to ensure consistent and timely execution of project works. The scope of services for the Project shall, inter alia, include, but not be limited to the following:

**3. Responsibility and Duties of the Professional:**

- 3.1 To report and assist in all matters related to Land Cell of Jaipur Metro.
- 3.2 Identification of Land, proposed for acquisition on the basis of land record and conduct due diligence in the subject matter.
- 3.3 To prepare land acquisition proposals as per the requirement of the project in compliance to the legal framework.
- 3.4 To supervise land acquisition process and work including demarcation of revenue lands as per revenue map.
- 3.5 To supervision RTI for all related matters.
- 3.6 To coordinate, assist and prepare factual reports of various court cases related to land from JMRC side.
- 3.7 Identification and documentation of land parcel for property development and other purposes of Jaipur Metro for Phase-2.
- 3.8 To facilitate and coordinate with various Government departments like Collectorate, Tehsildar office, JDA, JNN, Devasthan etc., for matters related to Jaipur Metro
- 3.9 All the work related to Audit Paras.
- 3.10 Dealing with the work related to Hon'ble Constitutional Bodies such as Rajasthan Assembly, Lok Sabha, Rajya Sabha, Vidhan Sabha, UDH Departments and other GoR Departments.
- 3.11 Submissions of monthly physical and financial progress to Planning Department and UDH Department including CMIS & Budget.
- 3.12 Dealing with land related work with Supreme Court Empowered Committee matter, High Power Committee (HPC) chaired by Chief Secretary, GoR, CM/CS Review Meetings, and Board of Directors Meeting.

**4. Qualifications of the Professional:**

- 4.1 Professional must have experience of more than 30 years and have served in the Government Department.



- 4.2 Professional must be a retired officer from Rajasthan Administrative Services/Rajasthan Taxation Services cadre/Rajasthan Tehsildar Services.
- 4.3 Professional must possess experience of minimum 03 years Metro Rail related project in India.
- 4.4 Professional must possess extensive experience in dealing with matters related to Land Acquisition, Rehabilitation and Resettlement.

#### **5. Commencement of Service:**

- 5.1 The Professional shall commence his service with the date of issue of LOA (Letter of Acceptance).

#### **6. Time Period of assignment**

- 6.1 The Assignment shall be for the period of One Year from the date of issue of LOA (Letter of Acceptance).

#### **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 such as vehicle.

#### **8. Payment Schedule**

- 8.1 The remuneration of the Professional will be paid on monthly basis. The applicable service tax will be borne by Jaipur Metro Rail Corporation Ltd.
- 8.2 The reimbursement of mobile/telephone/internet expenses shall be up to Rs. 1500 per month.
- 8.3 The payment will be released to the Professional on the basis of monthly attendance certified by reporting officer.
- 8.4 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.
- 8.5 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 pro-rata basis.



**9. Conflict of Interest**

The Corporation requires that the Professional must provide his services with 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.

**10. 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.

Signature & Name  
of the Professional

Signature & Name  
of the Authorised Signatory





## **6. Statement of Declaration**

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

Date:

Sub:-RFQ No.: F7(C-369)/JMRC/Land Cell Consultant/2020 for engagement of consultant (Land) for facilitating & coordinating Land Cell of Jaipur Metro for various activities related to Jaipur Metro Rail Project for Phase 1 & Phase 2.

Dear Sir,

I hereby declare that:

- a) 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;
- b) 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;
- c) I have read, understood and hereby accept the Terms of Reference (ToR) describing the duties and responsibilities of **Consultant (Land)** under the Jaipur Metro Rail Project Phase 1 & 2;
- d) 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**;
- e) 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.
- f) I hereby, 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 Terms of Reference (TOR) attached herewith and made part of this Proposal
- g) 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;
- h) This offer shall remain valid for a total period of **45 days** after the submission deadline;
- i) If I am selected for this assignment, I shall sign a Contract Agreement with JMRC;
- j) 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;
- k) 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.

Yours sincerely,

(Full Name with signature and date)



**7. Submission Checklist** (to be filled and submitted)

SN	Documentation / Requirement	Yes	No	If "No" Reason
1	Signed Bid Document (Page 1 to 3)	<input type="checkbox"/>	<input type="checkbox"/>	
2	Signed Bidding Form (Page 4)	<input type="checkbox"/>	<input type="checkbox"/>	
3	Signed Condition of Contract (Page 5 to 8)	<input type="checkbox"/>	<input type="checkbox"/>	
4	Statement of Declaration (Page 9 to 10)	<input type="checkbox"/>	<input type="checkbox"/>	
5	Curriculum Vitae duly signed with relevant documents	<input type="checkbox"/>	<input type="checkbox"/>	

*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:**

