

# Request for Proposal (RFP)

**Professional Services related to S&T for facilitating and coordinating various activities related to Jaipur Metro Rail Project Phase-1 & 2.**

**Procurement Notice Ref. No.: F7 (C- 400) JMRC/Services of Professional (S&T)/2020**

**Published (Posted on): 01.12. 2020**

**Submission Deadline: 15.12. 2020**



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

## RFP NOTICE

**Ref. No.: F7 (C- 400) JMRC/Services of Professional/(S&T)/2020**

**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

The complete Bid document can be downloaded for online submission from the state e-procurement website <https://eproc.rajasthan.gov.in> and the interested Bidders will have to submit their offer in electronic formats both for technical and financial Bid on this website with their digital signatures. The complete Bid document can also be seen on Corporation's website <http://transport.rajasthan.gov.in/jmrc> and state procurement portal [www.sppp.rajasthan.gov.in](http://www.sppp.rajasthan.gov.in).

Bidders who wish to participate in this Bidding process must register on <https://eproc.rajasthan.gov.in>. To participate in online Bids, as per Information Technology Act, 2000, Bidders will have to obtain Digital Signatures (class-2 / class-3 category) issued by a licensed Certifying Authority for e-Bidding portal. Bidders who already have a Valid Digital Signature Certificate need not obtain a new Digital Signature Certificate. This DSC will be used to sign the Bids submitted online by the Bidder.

### 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.
- 1.3 Further to this the Corporation has executed Jaipur Metro Rail Project Phase-IB Project comprising of two underground stations at Choti Chauper and Badi Chauper and tunnel section from Chandpole to Badi Chauper without reversal line which has been opened for Commercial Operation on Dated 23.09.2020.
- 1.4 Post Commercial Operation, Project completion activities, including Contract Management and closure, AFC System pending Contract activities, ATO commissioning and CMRS clearance, on-going



*[Signature]*  
GM (S&T)  
JMRC



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interface related activities, addressing and coordination for closure of snags in interfaces as well as installed systems surfacing since commencement of extension phase operations etc. are still in progress, wherein all out monitoring at various levels is being done for satisfactory Project completion and within the contractual time frame.

For the S&T systems viz., Train Control and Signalling System, Telecommunication Systems, ISA Services & IT Infrastructure System, activities such as balance commissioning related works, Contract Management activities, Systems handover, addressing and coordinating issues causing snags with newly installed systems, SOM/DLP activities etc., are underway/planned to ensure smooth Project completion. Further to this contracts closure activities with The Engineer & GC (DMRC) shall also be required to be planned and executed.

For AFC System Contract, execution activities are going on as many critical activities for system commissioning are still to be completed. There is requirement of close interaction with ADB, PTCC, The Engineer and GC (DMRC) & designated Contractors and JMRC Finance & Technical wings by a professional, who is well conversant with the S&T Systems & Contracts.

Further to this, post-operation activities viz., interfacing for resources and coordination on contractual issues with Contractors and all concerned agencies pertaining to contract management, interface problems of 1A and 1B S&T Systems are also required to be dealt with effectively, to maintain the pace of work and Contract concluding.

Besides, lot of interaction with all concerned agencies for addressing and coordination on technical and other matters pertaining to Contract Management are also required to ensure timely completion of S&T activities. For effective execution and result oriented outputs, services of professional well conversant with the S&T Systems are imperatively required.

- 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 henceforth.

## 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.



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### 3. Scope of Work, Responsibilities and Description

- 3.1 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 completion of project works. The scope of services for the Project shall, inter alia, include, but not be limited to the following:
- 3.1.1 Liaising from JMRC Project side with DMRC, JMRC O&M and Contractors on Phase-1B related pending issues/contractual obligations.
- 3.1.2 Interfacing with ADB, The Engineer & General Consultant to Phase-1B - DMRC and concerned wings of JMRC on project related activities, for JMRC Phase-1B viz., contract execution of balance works of Systems, Contract Management and closure of S&T and AFC Systems Contracts, addressing and closure of contentious issues, interface problems arising between Phase 1A & 1B and among newly installed 1B Systems etc.
- 3.1.3 Interfacing for ADB Loan closure activities.
- 3.1.4 Coordinating, preparing and review of pending CMRS clearances.
- 3.1.5 Reconciliation and closure activities with The Engineer and GC - DMRC in respect of GC agreement.
- 3.1.6 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.
- 3.1.7 Liaisoning with Govt. agencies and facilitating for Custom Duty Exemption Certificates/extension for import content of various S&T Contracts.
- 3.1.8 Coordination with various statutory bodies viz. Labour Department, BSNL, JVVNL etc., on contract execution matters.
- 3.1.9 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.
- 3.1.10 Monitoring and coordination activities at field level for S&T works for post-commission phase.
- 3.1.11 To attend meetings, undertake site visits, conferences and workshops as and when required and directed.
- 3.1.12 To prepare detailed factual reports from Project Directorate side for status and progress related with S&T Systems work.
- 3.1.13 Any other assignments entrusted by controlling authority from time to time.



  
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JMRC



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#### 4. Qualification criteria for Experience, Competencies and Age:-

The bidder should qualify the following criteria -

##### 4.1 Academic Qualifications:

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

##### 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 must 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. 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.

4.3.2 Experience in Metro Rail Project and Contract Management.

4.3.3 Professional should be involved in at least five 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.

##### 4.4 Age:-

Professional should be maximum 58 years of age as on 01.11.2020.

**Note 1:-** The Professional should submit documentary evidence of fulfilling all the above requirements Clause wise.

**Note 2:-** 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 RFP and a declaration of not having any contractual liability extending beyond one month from the date of offer submission is to be submitted (an undertaking as per the format in Proposal should be submitted by the bidder).



*[Signature]*  
GM (S&T)  
JMRC

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**Note 3:-** 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 (an undertaking as per the Statement of Declaration should be submitted by the bidder).

**5. Time Period of assignment:**

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

**6. Payment Schedule**

- 6.1 The remuneration, inclusive of all taxes but excluding GST if any, on the Professional will be paid monthly.
- 6.2 The professional shall use his own mobile for the assignment and will not claim any reimbursement of mobile/telephone/ internet expenses.
- 6.3 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.
- 6.4 The payment will be released to the Professional on the basis of monthly attendance.
- 6.5 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.
- 6.6 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.

**7. JMRC Obligations**

- 7.1 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.
- 7.2 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.
- 7.3 The Professional shall be allowed to use pool vehicle of the Corporation, on need basis, for performing duties related to



*[Signature]*  
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JMRC



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coordination activities, attending meetings and field work progress monitoring and inspections requiring sites movements and field level interactions with contractors and other concerned agencies.

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

## **8. PROPOSAL SUBMISSION**

- 8.1 Interested Professional must submit the following documents forming Consultancy Proposal before the deadline stipulated in the Procurement Notice available on the state e-procurement website <https://eproc.rajasthan.gov.in>.
- 8.1.1 Proposal Cover Letter.
- 8.1.2 Resume duly signed along with substantiating documents / testimonials.
- 8.1.3 Checklist duly signed.
- 8.1.4 Duly filled and signed RFP.
- 8.1.5 Financial Proposal to be submitted online as per representative template given as BOQ.
- 8.2 Applicable GST shall be paid by JMRC.
- 8.3 In preparing the Financial Proposal, the Professional is expected to take into account the requirements and conditions of the TOR attached with this RFP. The Professional shall indicate consolidated cost associated with the Assignment, like remuneration and reimbursable other services.
- 8.4 The Financial Offer should be valid for a period of 45 days from the date of offer opening.

## **9. EVALUATION**

The Individual bidder shall be evaluated technically as per the qualification criteria detailed at Clause No. 4. The individual offers of all technically qualified bidders as determined as per Para 4 shall be evaluated financially and professional with lowest offer shall be considered for awarding the contract.



*[Handwritten Signature]*  
**GM (S&T)**  
**JMRC**





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## Cover Page

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### PROPOSAL

**Professional Services related to S&T for facilitating and coordinating various activities related to Jaipur Metro Rail Project Phase-1 & 2.**

**Ref. No.: F7 (C- 400) JMRC/Services of Professional (S&T)/2020**

**Submitted by:**

**Date of Submission:**

**Submission Deadline:**



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## Table of Contents

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### PROPOSAL COVER PAGES

1. Directions for proposal submission
2. Cover Page (use the template hereto)
3. Cover Letter (use the template hereto)
4. Statement of Declaration (use the template hereto)
5. Bidder's letter confirming interest and availability for the professional assignment (use the template hereto)
6. Checklist (as per format)
7. All documentary proof for eligibility criteria
8. Financial proposal (BOQ)





## Directions for Proposal Submission

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Bidder should submit proposal consisting of a pdf copy of Request for Proposal (RFP) with each page digitally signed by the Bidder in acceptance of the terms and conditions therein, along with scanned copy of all Forms/undertakings duly filled.

Apart from being digitally signed, all the documents should be physically signed and stamped on each page by the Bidder.

Financial proposal should not be indicated at any place in the Technical Bid, otherwise the Bid shall be summarily rejected.

The Financial Proposal to be submitted online as per enclosed BOQ.

Utmost care should be taken to upload the Financial Bid. Any change in the format of Financial Bid file shall render it unfit for Bidding. Following Steps may be followed in submission of Financial Bid:-

- i. Download format of Financial Bid in XLS/ XLSX format (Password protected file).
- ii. This XLS/ XLSX file is password protected file. Don't unprotect the file. Price has to be filled in this file.
- iii. Fill Bidder's Name and relevant prices as asked in BoQ in down loaded Financial Bid format as specified (in XLS/ XLSX format only or Modify accordingly).
- iv. Validate the sheet and Save filled copy of downloaded financial Bid file in your computer and remember its name & location and upload correct file (duly filled in).



## Cover Letter

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Date:

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

Sub:-RFP No.: F7 (C- 400) JMRC/Services of Professional (S&T)/ 2020 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 RFP 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 RFP 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:- RFP No.: F7 (C- 400) JMRC/Services of Professional (S&T)/2020  
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 RFP 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 RFP.

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:**



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**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:-RFP No.: F7 (C- 400) JMRC/Services of Professional (S&T)/2020 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 RFP;
- 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 RFP	<input type="checkbox"/>	<input type="checkbox"/>	
6	Fulfill the required conditions as stipulated in Para 4 of RFP	<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 RFP	<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 RFP 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 RFP and TOR attached hereto	<input type="checkbox"/>	<input type="checkbox"/>	
11	Prepared Financial Proposal as per the Template to be filled online separately			

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

**Full Name:**

**Signature:** \_\_\_\_\_

**Date Signed:**



## FINANCIAL PROPOSAL SUBMISSION FORM

### Directions:

- a. The Financial Proposal shall specify a total lump-sum amount per month for rendering professional services. Applicable GST shall be paid by JMRC.
- b. The Financial Proposal to be submitted online as per enclosed BOQ.
- c. Utmost care should be taken to upload the Financial Bid. Any change in the format of Financial Bid file shall render it unfit for Bidding. Following Steps may be followed in submission of Financial Bid:-
  - i. Download format of Financial Bid in XLS/ XLSX format (Password protected file).
  - ii. This XLS/ XLSX file is password protected file. Don't unprotect the file. Price has to be filled in this file.
  - iii. Fill Bidder's Name and relevant prices as asked in BoQ in downloaded Financial Bid format as specified (in XLS/ XLSX format only or Modify accordingly).
  - iv. Validate the sheet and Save filled copy of downloaded financial Bid file in your computer and remember its name & location and upload correct file (duly filled in).

Signature & Name with Address of the Professional







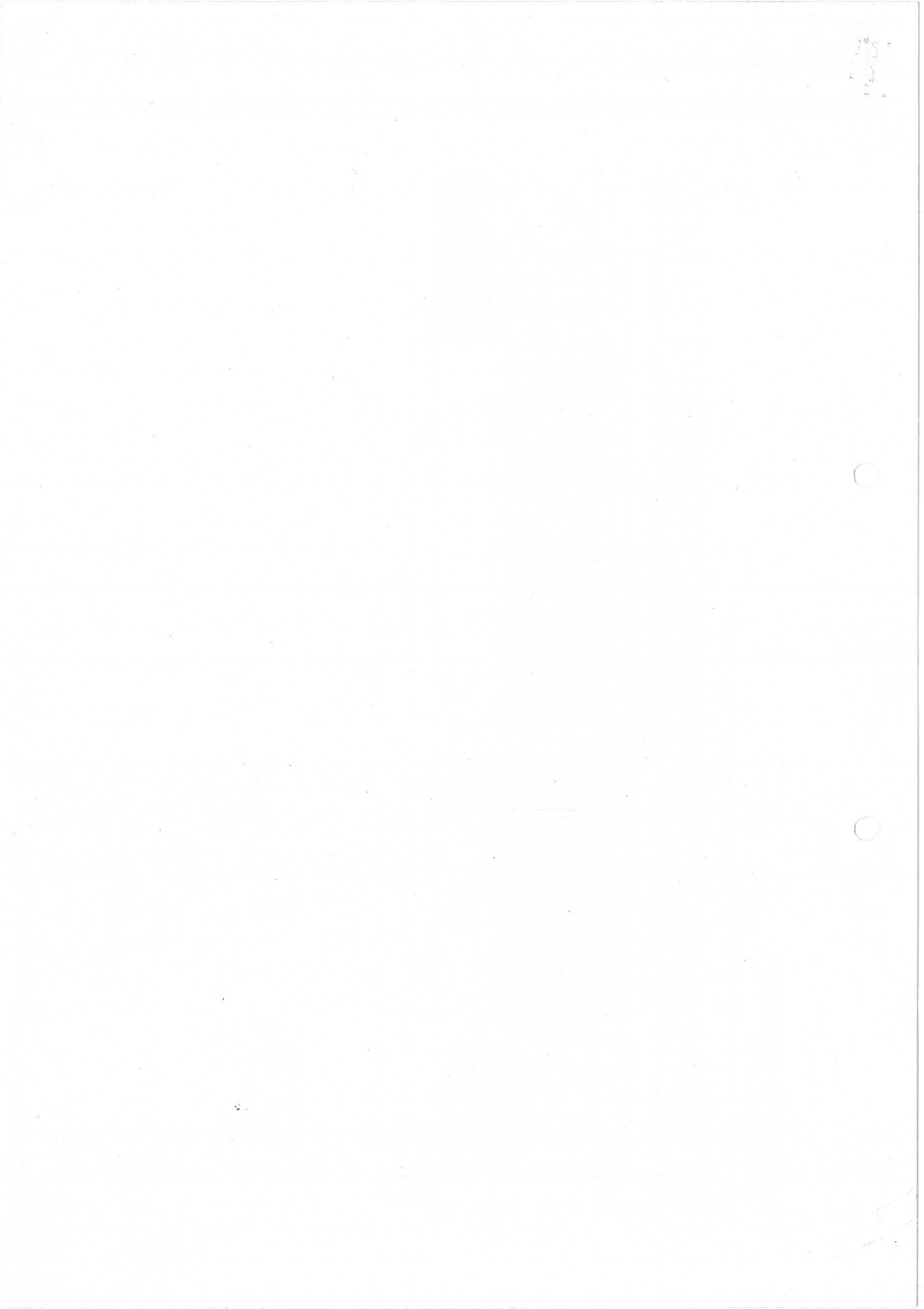
Tender Inviting Authority: &lt; Director Project &gt;

Name of Work: &lt; Professional Services related to S&amp;T for facilitating and coordinating various activities related to Jaipur Metro Rail Project Phase 1 &amp; 2 &gt;

Contract No: &lt; 0141-2822783 &gt;

Name of the Bidding Firm / Company :														
PRICE SCHEDULE														
(DOMESTIC TENDERS - RATES ARE TO GIVEN IN RUPEES (INR) ONLY)														
(This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only )														
NUMBER #	TEXT #	TEXT #	NUMBER #	NUMBER #	NUMBER #	NUMBER #	NUMBER #	NUMBER #	NUMBER #	NUMBER #	NUMBER #	NUMBER #	NUMBER #	NUMBER #
Sl. No.	Item Description	Item Code / Make	Quantity	Units	Estimated Rate in Rs.	BASIC RATE in Figures To be entered by the Bidder in Rs.	GST Amount in INR Rs.	Freight Charges (Unloading & Stacking) in Rs.	Any Other Taxes in Rs.	Any Other Duties/Levies in Rs.	TOTAL AMOUNT Without Taxes col (13) = (4) x (7) in Rs.	TOTAL AMOUNT With Taxes col (14) = sum (8) to (13) in Rs.	TOTAL AMOUNT In Words	TEXT #
1	Professional Services :													
1.01	Professional Services related to S&T for facilitating and coordinating various activities related to Jaipur Metro Rail Project Phase 1 & 2.	Item1	12.00	Months	0.00								0.00 INR Zero Only	
Total in Figures													0.00 INR Zero Only	
Quoted Rate in Words	INR Zero Only													





## 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.
- 1.3 Further to this the Corporation has executed Jaipur Metro Rail Project Phase-IB Project comprising of two underground stations at Choti Chauper and Badi Chaupar and tunnel section from Chandpole to Badi Chaupar without reversal line which has been opened for Commercial Operation on Dated 23.09.2020.
- 1.4 Post Commercial Operation, Project completion activities, including Contract Management and closure, AFC System pending Contract activities, ATO commissioning and CMRS clearance, on-going interface related activities, addressing and coordination for closure of snags in interfaces as well as installed systems surfacing since commencement of extension phase operations etc. are still in progress, wherein all out monitoring at various levels is being done for satisfactory Project completion and within the contractual time frame.

For the S&T systems viz., Train Control and Signalling System, Telecommunication Systems, ISA Services & IT Infrastructure System, activities such as balance commissioning related works, Contract Management activities, Systems handover, addressing and coordinating issues causing snags with newly installed systems, SOM/DLP activities etc., are underway /planned to ensure smooth Project completion. Further to this contracts closure activities with The Engineer & GC (DMRC) shall also be required to be planned and executed.





For AFC System Contract, execution activities are going on as many critical activities for system commissioning are still to be completed. There is requirement of close interaction with ADB, PTCC, The Engineer and GC (DMRC) & designated Contractors and JMRC Finance & Technical wings by a professional, who is well conversant with the S&T Systems & Contracts.

Further to this, post-operation activities viz., interfacing for resources and coordination on contractual issues with Contractors and all concerned agencies pertaining to contract management, interface problems of 1A and 1B S&T Systems are also required to be dealt with effectively, to maintain the pace of work and Contract concluding.

Besides, lot of interaction with all concerned agencies for addressing and coordination on technical and other matters pertaining to Contract Management are also required to ensure timely completion of S&T activities. For effective execution and result oriented outputs, services of professional well conversant with the S&T Systems are imperatively required.

- 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 henceforth.
- 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 completion 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-1B related pending issues/contractual obligations.
  - 2.1.2 Interfacing with ADB, The Engineer & General Consultant to Phase-1B - DMRC and concerned wings of JMRC on project related activities, for JMRC Phase-1B viz., contract execution of balance works of Systems, Contract Management and closure of S&T and AFC Systems Contracts, addressing and closure of contentious issues,



interface problems arising between Phase 1A & 1B and among newly installed 1B Systems etc.

- 2.1.3 Interfacing for ADB Loan closure activities.
- 2.1.4 Coordinating, preparing and review of pending CMRS clearances.
- 2.1.5 Reconciliation and closure activities with The Engineer and GC – DMRC in respect of GC agreement.
- 2.1.6 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.
- 2.1.7 Liaisoning with Govt. agencies and facilitating for Custom Duty Exemption Certificates/extension for import content of various S&T Contracts.
- 2.1.8 Coordination with various statutory bodies viz. Labour Department, BSNL, JVVNL etc., on contract execution matters.
- 2.1.9 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.
- 2.1.10 Monitoring and coordination activities at field level for S&T works for post-commission phase.
- 2.1.11 To attend meetings, undertake site visits, conferences and workshops as and when required and directed.
- 2.1.12 To prepare detailed factual reports from Project Directorate side for status and progress related with S&T Systems work.
- 2.1.13 Any other assignments entrusted by controlling authority from time to time.

### **3. Organizational Arrangement/Reporting Relationships**

- 3.1 Duty Station : Jaipur
- 3.2 The Professional will work under Director (Project)/Executive Director 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 assignments 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:**

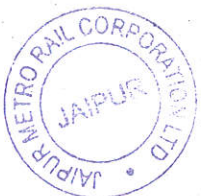
- 5.1.1 Essential - Professional should hold a full time Bachelor's degree in Electronics Engineering from a Govt. recognized Institute / University.
- 5.1.2 Desirable - Master's degree or higher in relevant field or Management.

**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.
- 5.2.5 Professional should have experience in Application of Authorization by CMRS & CMRS inspection and Clearance Activities.

**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 01.11.2020

## **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

