



JAIPUR METRO

JAIPUR METRO RAIL CORPORATION LIMITED

(A Government of Rajasthan Undertaking)

2nd Floor, Wing-A, Admin Building, Metro Rail Depot, Bhargu Path, Mansarovar, Jaipur-302020

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F.4 (A-4)/JMRC/Land/Consultant/Appointment/2021/6466

Dated: March., 2022

10 3 MAR 2022

Sh. Suresh Kumar Chawala, RAS (Rtd)
93/46, Vijay Path, Mansarovar,
Jaipur-302020

Sub: Engagement of consultant, OSD (Coordination) for facilitating and coordinating between Land Cell and various department of State/District of administration for various activities related to Jaipur Metro Rail Corporation.

Dear Sir,

Jaipur Metro Rail Corporation Ltd. Desires to engage a OSD (Coordination) for various activities related to Jaipur Metro Rail Corporation. As per the Terms of Reference (TOR) enclosed herewith at Annexure-A.

In this regard we seek your proposal for engagement as consultant, OSD (Coordination) for above said work, Submit your proposals acceptance or Terms of Reference (Annexure-A) along with the eligibility documents and financial proposal in the format at Annexure-B, in sealed envelope, latest by 11:00 on 09.03.2022 to Executive Director (Corporate Affairs).

This is issued with competent approval.

Enclosed: As above

Yours Sincerely,


(Neeraj Naruka)

Director (Corporate Affairs)

ENGAGEMENT OF CONSULTANT AS OSD (COORDINATION) FOR FACILITATING AND COORDINATING BETWEEN LAND CELL AND VARIOUS DEPARTMENTS OF STATE/DISTRICT ADMINISTRATION FOR VARIOUS ACTIVITIES RELATED TO JAIPUR METRO RAIL CORPORATION


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 has executed and commissioned Jaipur Metro Rail Project Phase 1A from Mansarovar to Chandpole and Phase-1B from Chandpole to Badi Chaupar 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 operational since 03.06.2015 and Phase-1B has been opened for commercial operation on 23.09.2020. However section has been opened for public, still matters related to land keep on arising time and again.
 - 1.5 For successful operation and planning of Metro Rail project, requirement of a strong Land Cell is inevitable, because of the time to liaison with Revenue Department, other government departments; matters related to Land Acquisitions, land related court proceedings etc.
 - 1.6 Day to day interaction with District Administration revenue authority/Police Department/Local Bodies & other state Govt. departments is being necessitated to sort out various coordination issues. There are other issues related with land, safety and encroachment, which are to be taken up on priority.
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- 1.7 Jaipur Metro is also planning for Jaipur Metro Phase 2 and other future expansions, 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 OSD (Land) and will assist and facilitate all the work related to Land Cell and shall report to Executive Director (CA)/General Manager (Admin) 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 consultant shall, inter alia, include, but not be limited to the following:
- (a) Identification and assessment of Land availability for station and entry/exit structures, depot land, land for ancillary purposes etc.
 - (b) Conduct land related surveys to facilitate consultant engaged for DPR updation/revision.
 - (c) All expert matters related to land in relation to metro planning, like identification of stakeholders.
 - (d) Conduct and assist in meetings for land related matters.
 - (e) Co-ordination and liaisoning with Police Department to issues concerning with their department.
 - (f) Co-ordination and liaisoning with District Administration and other related statutory bodies such as UDH, RERA, JDA, Nagar Nigam, Housing Board and other GoR departments for issues concerning with their department.
 - (g) Works related to Revenue Department for the purpose of Land Acquisition and any and land related matter.
 - (h) Matters concerning to Land related court cases proceedings.
 - (i) Dealing with work related to High Power Committee (HPC) chaired by Chief Secretary, GoR, CM/CS Review Meetings and Cabinet meetings etc.
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- (j) Coordinate for monthly physical and financially progress to Planning department and UDH department including CMS and Budget.
- (k) To identify land parcels in Jaipur JDA region and coordinate with respective agencies for their allotment in favour of JMRC to be auctioned/leased and to raise funds to make future expansions viable.
- (l) All matters considered to be under purview of Land Cell of JMRC.
- (m) Making site visits to ensure that allotted/ acquired land of JMRC is intact and take necessary action for removal of encroachment.
- (n) Other office works, which may be allocated as per the nature of matter.

3. Qualifications of the Professional:

- 3.1. Professional must have experience of more than 30 years and have served in the Government Department as Tehsildar/SDM/Deputy Commissioner.
- 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 Metro Rail related project in India.
- 3.4. Professional must possess extensive experience indealing with matters related to Land Acquisition, Rehabilitation and Resettlement.


4. Commencement of Service:

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

5. Time Period of assignment

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

6. Other terms & Conditions

- 6.1. The monthly remuneration fixed shall be inclusive of all the cost associated.
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- 6.2. The reimbursement of mobile/telephone/internet expenses shall be up to Rs. 1500 per month.
- 6.3. JMRC will also provide Pool Vehicle to the OSD (Coordination) for providing the services as per TOR.

7. Payment Schedule

- 7.1. The remuneration of the Professional will be paid on monthly basis. The applicable GST will be borne by Jaipur Metro Rail Corporation Ltd.
- 7.2. The payment will be released to the Professional on the basis of monthly attendance certified by reporting officer.
- 7.3. 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.
- 7.4. 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.

8. 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.

9. Termination of Assignment:

The Corporation can terminate the assignment between the Professional and the Corporation by giving a written notice of not less than 15 days, 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

ANNEXURE-B**Format of Financial Offer**

SN	Work	Offered Price per Month
1.	Professional services of consultant for facilitating and coordinating for land cell for various activities related to Jaipur Metro Rail Corporation as per TOR.	In Digit : In Words
	Total Price/Quote [inclusive of all expenses but excluding GST] per month	
	GST (to be paid by the Corporation) As applicable presently @ 18%	
	Grand Total per Month	

Signature & Name with Address of the Professional

