GOVERNMENT OF TELANGANA STATE DISASTER RESPONSE & FIRE SER VICES DEPARTMENT

From:

To:

Director General,

The Commissioner,

State Disaster Response & Fire

Information & Public Relation Department, Samachar Bhavan,

Services, Telangana, Hyderabad.

A.C.Guards, Telangana, Hyderabad.

Rc.No.1307/MSB/2023 Dated: 21-08-2023.

Sir,

Sub:-

Telangana State Disaster Response and Fire Services Department MSB Section - Empanelment of third-party vendors - Publishing of Notification in all the editions of all india wide daily newspapers for countrywide circulations - Regarding.

Ref:-

- 1. Telangana Fire Service Act, 1999, & Telangana Fire & Emergency Operations and levy of Fee Rules, 2006.
- 2. G.O.Ms.No.44 Home (Services. IV) Department, Dt:24-06-23.
- 3. This Office Lr.Rc.No.1307/MSB/2023, dated 18-07-2023.

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In continuation of this office letter vide reference 3rd cited, It is informed that the applications for empanelment of <u>third-party vendors have been extended up</u> <u>to 20-09-2023</u>, therefore it is once again requested to publish the G. O. Ms. No.44 Home (Services. IV) Department, dated: 24-06-2023 for empanelment of third – party vendors in All india wide daily Newspapers, in Hindu and Times of India, for wide publicity. The applications for Empanelment may be sent in full shape to the following address.

To

The Director General, State Disaster Response and Fire Services,

2nd Floor, CID Building,

Adj: to DGP Office,

Lakdikapul, Hyderabad – 500004.

Ph.No.040-23442944

- 2. The copy of the G.O is sent herewith for information and further necessary action. If any charges are applicable the same will be born by the Department.
- 3. Receipt of the letter may please be acknowledged.

Encl: (As above).

DESPATCHED

Telangana State Disaster Response & Fire Services, Hyderabad.

Yours sincerely,

Copy submitted to the Principal Secretary to the Government, Home (Fire Services), Telangana State.

Office of the
Director General
Telangana State Disaster Response &
Fire Services, Hyderabad.
Dated: -08-2023.

Rc.No.1307/MSB/2023.

NOTIFICATION

"Government vide G. O. Ms. No.44 Home (Services. IV) Department, dated: 24-06-2023 has issued guidelines for Empanelment of Third Party Audits, Empanelment of Third Party vendor, uploading of reports etc., The said G.O. is available in the Departmental website https://fire.telangana.gov.in/. In view of the above, the agencies/vendors interested to get the Empanelment with the Telangana State Disaster Response and Fire Services Department may submit their application with all the required enclosures as per the Government G.O. up to 20-09-2023.

2. The applicants for empanelment may be sent in full shape to Director General, State Disaster Response & Fire Service, 2nd Floor, CID Building, Lakdikapul, Hyderabad – 500004. (Ph: 040-23442955)

Director General,

Telangana State Disaster Response & Fire Services, Hyderabad

GOVERNMENT OF TELANGANA ABSTRACT

Home Department - TSDR&FS - "Guidelines for third party audits, empanelment of third-party vendors, uploading of reports, development of required software etc"., to implement the same in the Telangana State Fire Services Department - Permission - Accorded - Orders - Issued.

HOME (SERVICES.IV) DEPARTMENT

G.O.Ms.No.44

Dated:24-06-2023 Read:-

From the Director General, TSDR&FS, Hyderabad Rc.No.1307/MSB/2023, Dated:16-03-2023.

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ORDER:

In the circumstances reported by the Director General, Telangana State Disaster Response & Fire Services, Hyderabad in the reference read above, Government after careful examination of the matter, hereby accord permission for approve the "Guidelines for third party audits, empanelment of third-party vendors, uploading of reports, development of required software etc"., to implement the same in the Telangana State Fire Services Department.

- 2. The Guidelines for empanelment of Licensed Agencies for third party Audit and installation of Fire Prevention and Protection Measures are detailed in Annexure-I. The application for Licenses to Act as Licensed Agency is appended as Annexure-II. Six month's certificate to be given in every January and July by the owner or the occupier for compliance of the Fire Prevention and Life Safety Measures is appended as Annexure-III. Notice to show cause as to why License granted or renewed to act as a Licensed Agency be not suspended or cancelled is appended as Annexure-IV to the G.O.
- 3. The Director General, Telangana State Disaster Response & Fire Services, Hyderabad is requested to follow the instructions issued in Annexure I to IV appended to this G.O.
- 4. The Director General, Telangana State Disaster Response & Fire Services, Hyderabad shall take further necessary action in the matter.
- 5. This order is issues with the concurrence of the Municipal Administration & Urban Development Department vide their U.O.No.1419/Spl.CS/Plg.III/2023, dated 08-06-2023.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF TELANGANA)

Dr. JITENDER
PRINCIPAL SECRETARY TO GOVERNMENT

The Director General,

🐧 elangana State Disaster Response & Fire Services, Hyderabad.

Copy to:

To

The P.S. to Hon'ble Minister (Home).

The MA & UD (Plg.III) Department.

SF/SC.

//Forwarded :: By Order//

SECTION OFFICER

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Annexure-I

Guidelines for empanelment of Licensed Agencies for third party Audit and installation of Fire Prevention and Protection Measures:

1) <u>Licensed Agency to carry out work of providing fire prevention and life safety measures and Fire Auditing:</u>

- (1) No person other than a Licensed Agency shall carry out the work of providing fire prevention and life safety measures or performing such other related activities required to be carried out in any place or building or part thereof:
- (2) No Licensed Agency or any other person claiming to be such Licensed Agency shall give a Audit certificate regarding the compliance of the fire prevention and life safety measures or maintenance thereof in good repair and efficient condition, without there being actual such compliance or maintenance.

2) Power to grant license to act as Licensed Agency:

- (1) The Director General of Telangana State Disaster Response & Fire Services may grant any person or association of persons as he thinks fit, a licensee to act as a Licensed Agency for the purposes of conducting Fire Audit and installation of Fire Prevention and Protection Systems.
- (2) Any person intending to have or renew such license shall apply to the Director General, Telangana State Disaster Response & Fire Services in the prescribed form and in the prescribed manner.
- (3) On receipt of such application, the Director General, Fire Services, may, after holding such inquiry as he deems fit, either grant the license in the prescribed form for initial period of one year or renew the same for a like period or, for reasons to be recorded in writing, by order refuse to grant or renew the license.
- (4) Where the Director General, Fire Services, has reason to believe that any person to whom a license has been granted and who failed to comply with the conditions of the license or is unfit by reason of incompetency, misconduct or any other grave reasons, the Director General, Telangana State Disaster Response & Fire Services may, after giving to the person a reasonable opportunity to show cause, for reasons to be recorded in writing, by order suspend or cancel the license.

3) Eligibility to act as Licensed Agency:

No person shall be eligible to apply for grant of license to act as Licensed Agency: and shall be granted a license to act as a Licensed Agency, unless hepossesses—

- (1) At least any of the following qualifications, namely:
 - (i) a Degree or Advanced Diploma or Diploma in Fire Engineering awarded by the National Fire Service College, Ministry of Home Affairs, Government of India, or
 - (ii) Fellow of Fire Engineering of the Institution of Fire Engineer (U.K.) or M.I. Fire (U.K.) or A.M.I.F.E. India, <u>Graduate ship</u> Examination of the Institution of Fire Engineer (U.K.) or the Institution of Fire Engineers (India) and
 - (iii) having 3 years post qualification experience in a Fire Service established under law in a position not less than the rank of a Station Fire Officer or equivalent: or in the field of Fire Protection and engineering including design, installation, commissioning and maintenance of Fire safety systems viz., automatic sprinkler system, automatic detection and alarm system, Fire Hydrant System, Manually Operated Fire Alarm system, wet riser/down comer system, Fire Pumps, Smoke management system's etc.

- (2) (i) a Degree or Diploma in Mechanical or Electrical or Chemical or Civil Engineering from a recognized university and
- (ii) experience in executing fire prevention and fire protection system, in high rise buildings/ Non High rise buildings/ Industries as laid down in the National Building Code of India, 2016 or the code published by the National Fire Protection Association (NFPA, USA) 2008 as amended from time to time, or

In case of (2) above, has in his employment for the purpose of execution and supervision of the work relating to fire protection and life safety measures in a building or a project, an officer or supervisory officer holding any of the qualifications mentioned in clause (1), so however that, a degree or diploma in Fire Engineering or any other qualifications in relation to fire protection, prevention and safety measures specified therein shall be an essential qualification.

- (2) Holds a solvency certificate for an amount as may be specified by the Director General of Telangana State Disaster Response & Fire Services with prior approval of the Government.
- (3) Has, during the period of 03 years immediately preceding the year of making the application, executed the work in relation to fire prevention and fire protection system in high rise buildings / non high-rise buildings / industries.
- (4) Has adequate machinery, tools and other requisite equipment in relation to fire prevention and fire protection systems; and
- (5) Has not been black-listed by any Government Department or Organization or any other State.

4) Application to be made for Licensed Agency, manner of making it and fees in respect thereof:

- (1) Every application for License to act as Licensed Agency for the purpose shall be in the prescribed format at Annexure II.
 - (2) Such application may be submitted online.
 - (3) Every such application shall be accompanied by the following fees:-

Class of work for Licensing.

Class of Minimum solvency planning certificate authority		Prescribed limit for execution of the	Cost of and executed in	Registration (fee in Rs.)		
g awarded ne Affairs, r (U.K.) or tion of the	ni seequA) re Engineerin Eire Enginee ship Examina	works as per estimated cost (Rupees in lakhs)	Fire fighting system installation such as hydrants, sprinklers, Pumping etc.,	and fire	Passive protection such as cable protection fire doors etc.,	61 10 (1) 6 78 6 (1) 8 (1)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
Municipal Corporations	ce 00.21 H	unlimited	500.00	200.00	200.00	25000
Other Municipalities	10.00	1000.00	300.00	100.00	100.00	15000

- (ii) documents as may be specified by the Director General of Fire Services and which shall include the following, namely:-
- (a) Solvency certificate for an appropriate amount as specified and shown above.
- (b) attested copy of deed of partnership and power of attorney or articles of memorandum of association or affidavit on stamp paper in case the individual is the sole proprietor of the firm:
- (c) Certificate from the charted accountant or registered income tax practitioner in the prescribed from in case of private works;
- (d) Certificate regarding appointment of at least one possessing any of the qualifications specified in 3(1).
- (e) attested passport size photographs of partners or directors or individual proprietor and also of the officer or officers referred to in item (h);
- (f) attested copy of GST Registration Certificate;
- (g) affidavit on appropriate stamp paper, stating that his or her firm is not black listed by the Government or any Semi Government Organization; and

5) License to act as Licensed Agency:

The License to act as a Licensed Agency shall be granted in the prescribed Format at Annexure III and shall be subject to the following conditions, namely:-

- (1) The License shall be --
 - (i) non-transferable,
 - (ii) valid for one year from the date of issue, unless suspended or cancelled earlier,
 - (iii) renewable, if so desired, before expiry of the License.
- (2) Changes, if any, in respect of the
 - (i) Partners, Directors or Members,
 - (ii) Address of the office of the Licensed Agency. shall be forthwith reported to the Authority issuing the License.
- (3) The Licensed Agency shall always keep the work, executed, or being executed by it open for inspection by the Director General, Fire Services or any fire officer authorized by the Director General, Fire Services.

6) Renewal of License:

An application for renewal of a License granted and shall be accompanied by a fee equal to Registration charges as specified also documents as mentioned in Clause (ii) of sub para (3) of para 4.

7) Notice to show cause why license be not suspended or cancelled:

Where any person to whom the License has been granted fails to comply with the conditions of the License or is unfit by reason of incompetency, misconduct or any other grave reason, a notice to show cause as to why the License granted to him to act as Licensed Agency should not be suspended or cancelled, to be given to such person, shall in the prescribed Format enclosed at Annexure IV.

Dr. JITENDER PRINCIPAL SECRETARY TO GOVERNMENT

ANNEXURE -II

FORM

APLICATION FOR LICENSE TOACT AS LICENSED AGENCY

То,				

Sub:- Grant or renewal of License to act as Licensed Agency for the purposes of the Telangana Fire Service Act, 1999.

Sir,

The undersigned hereby applies for grant of or renewal of License to act as a Licensed Agency for undertaking and executing the work of providing Installation of equipments and maintenance of fire prevention and Life safety measures in any place, building or port thereof. The particulars regarding the Agency are given below:-

- 1. Full Name of the Applicant (In capital letters)
- 2. Whether Licensed Agency will be a Proprietary Concern or an Association of persons such as a Firm or Company, etc.,
 - 3.Registration No. of Firm or Company (Copies of Registration Certificate, Article of Association or other relevant document appended)
- 4. Address
- 5. If the Licensed Agency will be:
 - a) A concern, qualifications the person same. Proprietary the name, and address of operating the
 - b) A firm or company, names, qualifications and addresses of each of the partners, or as the case may be, Directors.

- 6. Office address from where the Agency will act as a Licensed Agency:-
- 7. Class for which License is applied for: -
- 8. Personnel with the Agency:
 - a) Supervisory staff names qualifications and addresses of each.
 - b) Other employeesnames, qualifications and addressed of each.
- 9. Details of work with regard to: fire Prevention and life safety measures, if any, undertaken and executed previously:
 - a) Name or nature of work
 - b) Approximate cost of work
 - c) Whether the work executed or still in progress and remains to be executed.

(Note:- Original or attested copies of Certificate of verification of above details by the officers under whom works are carried out are attached).

- 10. Technical qualifications and experience of the proprietor or partners of directors and dealing technical officers or employees of or with the applicant.
- 11. Workshop machinery, tools and plant owned by the applicant, (location and site of workshops and full details to be given).
- 12. Whether enlisted with any other department or Organization in any other State. If so, in which category:
 - a) Has the applicant or his partners or Directors been blacklisted in the post by any Government Department/ Organization/ Other State?

- b) Has the applicant applied for registration elsewhere in his name or in the names of partner, Director or firm or company? If so, whether the application is rejected? Give particulars.
- 13. Whether the applicant has : produced up to date Income tax certificate.
- 14. Amount of solvency certificate, which the applicant has held or produced.

15.	A fee of Rs.	
	remitted herewith by	Demand
	Draft No	
	Dt:	Drawn Bank

- of the existing license, the details in respect of the license and the period of lits validity (copy of the license appended).
- 17. Whether, the license to act as:
 Licensed Agency granted any
 time previously has been
 suspended or cancelled; and
 if so, reasons there for.

I/ We certify that, I We have not been and will not get myself or ourselves registered as contractor in the department under more than one name.

Thanking you,

Yours faithfully,

(APPLICANT)

Annexure - III FORM

Six monthly certificate to be given in every January and July by the owner or the occupier for compliance of the Fire Prevention and Life Safety Measures.

CERTIFICATE

Certified that I / N Safety Measures in					

I/We Further certimaintained in periodinstallation carried	good repa	air and ef s required.	ficient c The detail	onditions s of the	during the
Place :		Signature an	d Address	of the Licer	nsed Agency.
Date :		License No.			
[*Note,- Detailed	location and p	oostal addresse	es are to b	e provided	here].

Annexure - IV

FORM

Notice to show cause as to why License granted or renewed to act as a Licensed Agency be not suspended or cancelled

To,	
Where a License to act as a	Licensed Agency for the purposes of the Telangana
Fire Service Act, 1999,	Being a license Nodated
has bee	n granted or renewed in the name of
	; and the license so granted or renewed was
subject to the provisions of t	the said Act and the conditions of license.
Whereas it is noticed that you	u are guilty of the following acts, namely:-
(1)	
(2)	
(3)	
(3)	
And Whereas these acts amo	ount to
	of the powers conferred on me I, hereby call upon
	writing so as to reach the undersigned by
on	as to why the license so
granted or renewed in you fa	avour should not be suspended or cancelled.