

**DELHI METRO RAIL CORPORATION LIMITED**

Tender document for awarding exclusive advertising rights for display of advertisements through digital media only inside ITO metro station offline-6 in DMRC network

**Tender Document No. DMRC/PB/42060005/DA**

**September-2020**

**Delhi Metro Rail Corporation Ltd.**

Metro Bhawan

Fire Brigade Lane, Barakhamba Road,

New Delhi-110001

India

Tender document for awarding exclusive advertising rights for display of advertisements through digital media only inside ITO metro station of line-6 in DMRC network

Name and address of the Bidder to whom issued:

.....

.....

.....

.....

Date of issue.....

Issued by.....

*Cost of tender document: Rs. 23,600/- (Rupees Twenty Three Thousand Six Hundred only) inclusive of 18% GST, which is non refundable.*

**DISCLAIMER**

- I. This Tender Document for Licensing of exclusive advertisement rights inside ITO metro station through digital media only contains brief information about the available space, Qualification Requirements and the Selection process for the successful bidder. The purpose of the tender document is to provide bidders with information to assist the formulation of their Bid.
- II. The information contained in this Tender Document or subsequently provided to participants, in writing, by or on behalf of Delhi Metro Rail Corporation Ltd. (**DMRC**) is provided to Bidder(s) on the terms and conditions set out in the Tender Documents and any other terms and conditions subject to which such information is provided.
- III. This Tender Document does not purport to contain all the information that each Bidder may require. This Tender Document has been prepared with a view to provide the relevant information about the spaces available for digital advertisement at ITO Metro station. DMRC advises each Bidder to conduct its own investigations and analysis and satisfy itself of the accuracy, reliability and completeness of the information in this Tender Document and to obtain independent advice from appropriate sources. DMRC, its employees and advisors make no representation or warranty and shall not be liable in any manner whatsoever to the accuracy, reliability or completeness of the information provided in this Tender Document.
- IV. Intimation of discrepancies in the Tender Document, if any, may be given before the pre-bid meeting, by the Bidders, to this office of the DMRC. If DMRC receives no written communication, it shall be deemed that the Bidders are satisfied with the information provided in the tender document.
- V. Any character or requirement for the digital advertising space, which may be deemed to be necessary by the Bidder should be independently established and verified by the Bidder.
- VI. This Tender Document is not an agreement and is not an offer or invitation by DMRC to any party. The terms for development of advertising space and the right of the successful Bidder shall be as set out in separate agreement executed between DMRC and the successful Bidder, broadly in the format setout herein.
- VII. DMRC reserves the right to accept or reject any or all Bids without assigning any reason thereof. DMRC shall not entertain or be liable for any claim for costs and expenses in relation to the preparation of the documents to be submitted in terms of this tender Document.

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## **CHAPTER 1**

### **INTRODUCTION**

- 1.1. Delhi Metro Rail Corporation Ltd(DMRC), is a joint venture of the Government of India (GOI) and the Government of the National Capital Territory of Delhi (GNCTD) and has completed the Phase I ,Phase II and Phase-III of the MRTS project for Delhi And NCR. The network of DMRC has now crossed the boundaries of Delhi and extended up to Noida, Ghaziabad in U.P. and Bahadurgarh, Faridabad & Gurugram in Haryana. Currently, Delhi Metro is carrying about 30 lakhs commuters on an average on daily basis with safety, punctuality, reliability and comfortably. This ITO metro station, for which inside station advertisements are envisaged, lies on the Delhi Metro's operational Line-6, the Violet Line.
- 1.2. As per existing mandate, Delhi Metro Rail Corporation (DMRC) has been empowered to generate additional revenues through commercial advertisements as per the provisions of Delhi Metro Railway Operations & Maintenance Act 2002. Through this tender document, DMRC intends to select Licensee to grant Advertising Rights for display of advertisement through digital media only inside ITO metro station.
- 1.3. A minimum of 50 sqm digital advertisement space is proposed to be licensed out. The advertising spaces inside ITO Metro Station, owing to its strategic location, give a unique opportunity for promoting the brands value.

An information document covering the purpose of the license, details of advertisement spaces available etc. may be downloaded from the website <https://eprocure.gov.in/eprocure/appor> or [www.delhimetrorail.com](http://www.delhimetrorail.com).

## **CHAPTER 2**

### **NOTICE INVITING TENDER**

- 2.1 Delhi Metro Rail Corporation Ltd. invites E-Tenders, single stage two Packet System, from reputed advertising agencies which may be a sole proprietorship firm, a partnership firm or a company registered under the Companies Act 1956 / 2013 either or as Joint Venture / Consortium / Partnership to License out Exclusive Advertisement Rights for display of advertisements through digital media only inside ITO metro station as per Annexure-1. The Bidders shall not have a conflict of interest that affects the Bidding Process. Any Bidder found to have conflict of interest shall be disqualified. A Bidder shall be deemed to have a conflict of interest affecting Bidding Process if a constituent of one Bid is also a constituent of another Bid.
- 2.2 DMRC shall receive Bids (e-tender) pursuant to this Tender Document, in accordance with the terms set forth herein and as modified, altered, amended and clarified from time to time by DMRC. Bidders shall submit bids in accordance with such terms on or before the date specified in this document. The Bidders are advised to visit the site/stations and familiarise themselves with the proposed arrangements and all activities necessary in this regard.
- 2.3 Salient features of Bidding Process:
- a) DMRC has adopted a single stage two packet Bidding Process to select suitable highest Bidder(s) to grant Exclusive Advertisement for display of advertisements through digital media only inside ITO metro station.
  - b) For participation in e-tendering process, Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link "**Online bidder Enrollment**" on the CPP Portal which is free of charge.
  - c) On registration they will be provided with a User ID and a password enabling them to submit their Bids online using Digital System Certificate (DSC) and can witness various activities of the process. The authorized signatory of intending Bidder, as per Power of Attorney (POA), must have valid Class-III digital signature. The Tender Document can be downloaded or uploaded using Class-III digital signature of the authorized signatory only. If needed prospective bidder can be imparted training on "online tendering process".

## d) Schedule of Bidding Process:

1.	Cost of Tender Document (Non-Refundable)	<b>Rs. 23,600/- (Rs.20,000/- + 18% GST).</b> Cost of Tender Document shall be acceptable through online mode only i.e RTGS/NEFT/IMPS. Details of DMRC's authorized bank name and Current account No. to which payments of Tender Cost are to be made is as follows: Union Bank Of India, F-14/15, Connaught Place, New Delhi-110001, IFSC- UBIN0530786, Acct No- 307801110050003. MICR Code-110026006
2.	Bid Security	<b>Rs. 2,16,000/- (Rupees Two Lakhs Sixteen Thousand only) to be acceptable online in form of i.e. RTGS/NEFT/IMPS in favour of " Delhi Metro Rail Corporation Ltd" and payable to / for credit of account of DMRC Ltd, with: Union Bank Of India, F-14/15, Connaught Place, New Delhi-110001, IFSC-UBIN0530786, Acct. No-307801110050003.</b>
3.	Period of Sale of Tender Document online.	From 10/09/2020 to 12/10/2020(up to at1500hrs) e-tendering website <a href="https://eprocure.gov.in/eprocure/app">https://eprocure.gov.in/eprocure/app</a>
4.	Pre-Bid Meeting	The pre-bid meeting shall be conducted through video conferencing by software apps such as Webex/ Microsoft Teams on 23.09.2020 (at 1100 hrs.). All Prospective bidders shall provide the details of the person(s) (mobile No. and mail id) (maximum up to two) who will be participating in such virtual meeting at least one day before the meeting (latest by 1100 hrs on 22.09.2020) to the registered official email of DMRC i.e. gmpb@dmrc.org, so that links having details such as software, meeting ID, password, etc. can be mailed to these persons at least 12 hours before the scheduled pre-bid meeting.
5.	Last Date of receiving written queries by DMRC	21/09/2020 up to 15:30 hrs
6.	DMRC's response to queries by	28/09/2020
7.	Last Date & Time of Submission (e-tender) of Bid online	Submission Start Date:06.10.2020 at 1500hrs Submission End Date: 12.10.2020 up to 1500hrs
8.	Date & Time of Opening of Technical Bids online	13/10/2020 @ 1500hrs
9.	Validity of Bid	Up to 180 days from the last date of submission of Bid.

- e) The Cost of Tender Document and Bid Security amount have to be submitted online through RTGS/NEFT/IMPS for credit of the account as given in at Sr. No. 2.3 (d)(1) and 2.3(d)(2) of the above table, by specified date and time i.e before the last date & time of uploading of bid as per Clause 2.3(d) (7) above, failing which the offer/bid of such bidder shall be declared as ineligible and the said bid submitted shall be summarily

rejected. The Bid shall be valid for a period not less than 180 days from the last date of submission of bid. Bidders, who fail to submit the Cost of Tender Document and the Bid Security online on or before the prescribed date and time, shall be declared as ineligible and the Bid submitted by them shall be summarily rejected.

No other mode of payments will be accepted. The detail of Bank account of DMRC to facilitate the payment is mentioned at Sr. No 2.3 (d)(1). The bidder will be required to upload scanned copies of transaction of payment of tender cost and bid security/EMD including e-receipt (clearly indicating UTR No. and tender reference Ref no. must be entered in remarks at the time of online transaction of payment, failing which payment may not be considered) to be uploaded in online bid submission. No copies of transaction of payment are required to be sent to the office of GM/Property Business.

The payment of the tender cost is acceptable from any account. However, tenderer shall submit such transaction details along with their tender submission on e-portal. If the same transaction reference number has been submitted for more than one bid. All such bids shall be considered ineligible and summarily rejected.

- f) Bidders to note that the payment of tender security shall be made from the account of bidder only, however, in case of JV / Consortium, the tender security can either be paid from JV/Consortium account or one of the constituent members of JV / Consortium. If tender security has been made from other than the account mentioned above, same shall not be accepted and all such bids shall be considered ineligible and summarily rejected.
- g) Bidders are expected to carry out extensive survey of DMRC premises and analysis at their own cost, before submitting their respective Bids for award of the License Agreement. DMRC shall provide necessary permission and assistance to the prospective Bidders.
- h) The Bid submissions must be made online after uploading the mandatory scanned documents towards Cost of Tender Document, Bid Security and other documents as stated in Tender Document.
- i) Bidders shall note that the maximum file size that can be uploaded is 5MB. All the uploaded files in Bid submission should be named properly and arranged systematically. No special character/space should be there in the name of uploaded file.
- j) Bids received after due Date & Time of Submission (e-tender) of Bid shall not be accepted under any circumstances.
- k) If a Bid is submitted by a JV/Consortium, following shall be abide by its members:
  - i. The Lead Member of the JV/Consortium shall maintain a minimum percentage share of 51% of the aggregate shareholding of the JV/Consortium during full tenure of License Agreement.
  - ii. Any change in percentage stake of JV/Consortium members without prior written approval of DMRC shall be treated as Material Breach of Contract and Licensee's Event of Default entitling DMRC to encash Security Deposit/Performance Security and/or to terminate the License Agreement after 30 days' notice.
  - iii. Minimum percentage stake of any member in JV/Consortium during license period (including lock-in period) shall not be less than 15%.



- iv. Partners having less than 26% participation shall be considered as non-substantial partner and shall not be considered for evaluation which means that their eligibility shall not be considered for evaluation of JV/Consortium.
- v. All members of such entity shall be jointly and severely liable for the performance of License agreement.
- vi. For the purpose of evaluation of the consortium/JV each member's contribution towards the turnover shall be considered in the same ratio of their equity participation in the consortium of JV.

Illustration: Say If 'A' and 'B' are two members of JV/Consortium. 'A' is having 70% equity holding in JV and 'B' is having 30% equity holding in JV. In such a condition, 70% of A's turnover and 30% of B's turnover will be taken for the calculation of eligibility of the JV.

- l) The Bidders shall not have a conflict of interest that affects the Bidding Process. Any Bidder found to have conflict of interest shall be disqualified. A Bidder shall be deemed to have a conflict of interest affecting Bidding Process if a constituent of one Bid is also a constituent of another Bid.
- 2.4 The bidders are advised to keep in touch with e-Tendering portal <https://eprocure.gov.in/eprocure/app> or [www.delhimetrorail.com/tenders.aspx](http://www.delhimetrorail.com/tenders.aspx) for updates.
- 2.5 In case of any grievances/ complaints regarding this tender, the bidders are advised to contact:

a) General Manager (Property Business)  
DMRC, 3<sup>rd</sup> Floor, A Wing,  
Metro Bhawan, Fire Brigade Lane, Barakhamba Road, New Delhi -  
110001 Email Id: [gmpb@dmrc.org](mailto:gmpb@dmrc.org) Phone No: 011-23418417

b) Chief Vigilance Officer  
DMRC, 1<sup>st</sup> Floor, A Wing, Metro Bhawan, Fire Brigade  
Lane, Barakhamba Road, New Delhi -110001 Email Id:  
[cvodmrc@gmail.com](mailto:cvodmrc@gmail.com) Phone No: 011-23418406

Website: <http://www.delhimetrorail.com/vigilance.aspx>

- 2.6 "Condition of contract on Safety and Health for Property Business contracts" uploaded in separate volume shall be integral part of the tender document.

### **CHAPTER-3: ELIGIBILITY CRITERIA FOR BIDDERS**

- 3.1 Bidders and/or their holding companies and / or other subsidiaries engaged in and conducting advertisement business and controlled by the same holding company should have a minimum annual average turnover of Rs.46 Lakhs in last 3 (three) audited financial statements/years i.e. 2017-18,2018-19 and 2019-20 duly certified by statutory auditor under his signature along with stamp. (i.e. gross aggregate turnover of Rs. 138 lakhs in the last three financial years stated above). Here, gross turnover shall mean turnover from **all sectors of advertisement business only**. The bidders shall upload the audited financial statements including profit and loss account for the above mentioned last three financial years, as applicable and stated above. In case of JV/Consortium, the audited reports of each relevant member of Consortium for the last 3 financial years shall be submitted.

In case the audited balance sheet of the latest financial year is not yet available, then the bidder(s) is required to submit financial statements/reports for F.Y. 2016-17, 2017-18 and 2018-19 along with an affidavit and a certificate from the Statutory Auditor duly certifying that the balance sheet for F.Y. 2019-20 has not been audited so far. In case Audited Balance Sheets/ financials of last 3 preceding years other than the Latest /Last financial year (2019-20) are not submitted, the BID shall be considered as non-responsive and shall not be evaluated.

- 3.2 For the purpose of the above said eligibility criteria, turnover of the bidding entities including holding companies and or other group subsidiaries companies engaged in advertisement business and controlled by the same holding company, whether Indian or foreign would be considered.
- 3.3 If the bidder fulfills the eligibility criteria on account of the holding company or subsidiary company and not on its own capability, the bidder has to submit an additional Interest Free Security Deposit equivalent to 6 months of licensee fee in the form of Bank Guarantee/Demand Draft/RTGS. This will be in addition to the regular Interest Free Security Deposit required as per contract conditions.
- 3.4 In all such cases where the bidder submits the financials of its holding or other group subsidiary company for the purpose of evaluation of eligibility, the concerned holding company and/or subsidiary company shall also submit a letter of consent/undertaking for such submission of financial data for evaluation purpose and acceptance of terms and conditions of the bid document as per the prescribed format **(Annexure 12 (A) attached)**.
- 3.5 Bidders who opt to include and submit the turnover of its controlling company and or other group subsidiaries companies, controlled by the same holding company and which are also engaged in advertisement business for the purpose of evaluation of eligibility, they shall also submit explicit documentary evidence of controlling interest between the holding companies and its other group subsidiary companies engaged in advertisement business whose financials are submitted. **The bidder must be an Indian entity**, however the holding company or its group

subsidiary company engaged in advertisement business and whose financial are included for evaluation of eligibility may be incorporated overseas.

- 3.6 In case the successful bidder (H1) fails to accept the terms and conditions of the LOA and/or fails to make due payments there under, then such Bidder and/or their holding companies and/or other subsidiaries engaged in and conducting advertisement business and controlled by the same holding company and where such financials are resorted to and submitted for the purpose of evaluation of eligibility shall be banned for doing business with DMRC for a period of one year for such a default. The decision of DMRC in such case shall be final.

- 3.7 For the purpose of evaluation of the consortium/JV each member's contribution towards the turnover shall be considered in the same ratio of their equity participation in the consortium of JV.

Illustration: Say If 'A' and 'B' are two members of JV/Consortium. 'A' is having 70% equity holding in JV and 'B' is having 30% equity holding in JV. In such a condition, 70% of A's turnover and 30% of B's turnover will be taken for the calculation of eligibility of the JV.

- 3.8 The Bidder(s) shall enclose the following document(s) along with their Bid:

- I) A Certificate(s) from their statutory auditors along with their Bid providing the information sought as per format given in Annexure-9.
- II) Audited financial statements including Gross Annual Turnover, Balance Sheet, Profit Loss Account, etc. for immediate preceding 3 (three) completed financial years [i.e. 2017-18, 2018-19 and 2019-20]. If audited financial statement for the last completed year i.e. 2019-20 is not available, the Bidder shall furnish an affidavit along with a certificate from the statutory auditor in this regard certifying that the balance sheet for the year 2019-20 has not been audited so far. In such case, the financial statements may be submitted for the year 2016-17 along with those of the year 2017-18 & 2018-19. In case Audited Balance Sheets/ financials of last 3 preceding years other than the Latest /Last financial year (2019-20) are not submitted, the BID shall be considered as non-responsive and shall not be evaluated.
- III) An undertaking stating that all the necessary supporting documents, including audited accounts and financial statements have been provided.

- 3.9 A stamped undertaking that:

DMRC/ any other Metro Organization (100% owned by govt.) / Ministry of Housing & Urban Affairs / Order of Ministry of Commerce, applicable for all Ministries must not have banned/debarred business with the applicant (including any member in case of JV/consortium) or with/of its holding or subsidiary companies in case their financials are resorted to for the purpose of evaluation of eligibility as per clause 3.1 to 3.8

above as on the date of tender submission. The bidder should submit undertaking to this effect in Annexure 11(A) of the tender document.

Also no contract of the bidder or with/of its holding or subsidiary companies in case their financials are resorted to for the purpose of evaluation of eligibility as per clause 3.1 to 3.8 above executed in either individually or in a JV/Consortium, should have been rescinded/terminated by DMRC after award during last 03 years (from the last day of the previous month of tender submission) due to non-performance of the bidder or any of JV/Consortium members. The bidder should submit undertaking to this effect in Annexure 11(A) of the tender document.

In case, at a subsequent date, the successful bidder/licensee is found to have been banned for business as given above, DMRC shall be at liberty to and have full rights to cancel the allotment of license for digital advertising rights only inside ITO metro stations on Line-6 of DMRC network and forfeit all the payments made by the licensee including the Interest Free Security Deposit (IFSD) after adjusting any dues payable by the successful bidder/licensee. The bidder should submit undertaking for the above as per Annexure-11(A)

- 3.10 A Bidder is required to submit details as per Annexure-12(B) of RFP for refund of Tender Security, as the same has been submitted in the form of RTGS/NEFT/IMPS.
- 3.11 In case of mismatch of financial data in the submitted documents i. e. in statutory auditor certified documents and data in audited balance sheet, the data from the audited balance sheets shall prevail.
- 3.12 A) Bidder/SPV (either as single entity or as a member of JV/consortium) having existing lease/license agreement of with DMRC property will be considered ineligible to participate in the bid/tender.
- I) If the lessee/ licensee have any dues pending for more than 90 days as on the last date of submission of bids.
  - II) If the lessee/ licensee has failed to vacate the leased / licensed space/ premises within the grace period (if provided) after completion of the tenure of license/ pre- mature terminated/ surrender.
  - III) If the lessee/ licensee failed to take over the space with due date & time.
  - IV) If the lessee/ licensee has encroached on the common areas/ circulating areas or any other space which is not leased/ licensed to the lessee/licensee and not vacated the area as per the notice issued to him to do so.

V) If the lessee/ licensee having lease/ license agreement of DMRC in which there is a provision of opening Escrow account, have not opened the Escrow account or having opened it, did not ensure that sub licensee make all the payments whatsoever through escrow account or do not remit DMRC dues through escrow account.

B) If there is any misrepresentation of facts by the bidder in the their bid submission same will be considered as" fraudulent practice and the bid submission of such bidders will be summarily rejected and also further action shall be taken as per terms of contract or other applicable laws/rules.

The bidder should submit an undertaking to these effects as per Annexure-11B&11 C

#### **CHAPTER-4: SUBMISSION OF BIDS BY BIDDERS**

- 4.1 For participation in e-tendering process, the Bidder(s) has to be registered on e-tendering portal <https://eprocure.gov.in/eprocure/app>. upon registration, they will be provided with a User ID and a system generated password enabling them to submit their Bids online using Digital System Certificate (DSC) and can witness various activities of bid process. The authorized signatory of intending Bidder, as per Power of Attorney (POA), must have valid Class-II or Class-III digital signature. The Tender Document can only be downloaded or uploaded using Class-II or Class-III digital signature of the authorized signatory. If needed prospective bidder can be imparted training on 'online tendering processes'.
- 4.2 The Bid should be furnished in the format at Annexure 2 to 13, clearly providing the details for fulfilling Eligibility Criteria. The Tender Documents shall be signed by the Bidder's authorized Signatory.
- 4.3 Bidders are required to submit non-refundable Cost of Tender Document (as specified in Notice Inviting Tender) online along with their Bid. The Cost of Tender Document shall be accepted only in the form of RTGS/NEFT/IMPS in favour of "Delhi Metro Rail Corporation Ltd" and payable to /for credit of A/C of DMRC Ltd. with **M/s Union Bank of India, Branch at: F-14/15, Connaught Place, New Delhi-110001, IFSC Code UBIN0530786, MICR Code 110026006, A/C No. 307801110050003**. The payment receipt of the tender document cost and bid security shall be submitted online at the time of bid submission.

The Bids of the Bidders who fail to submit the Cost of Tender Document on or before the specified date and time shall be summarily rejected.

4.4 **Bid Security:**

- a) Bidders are required to submit refundable Bid Security as per NIT (as specified in Notice Inviting Tender) online along with their Bid. The Bid Security shall be accepted only in the form of RTGS/NEFT/IMPS in favour of "Delhi Metro Rail Corporation Ltd" and payable to/for credit of A/C of DMRC Ltd. with **M/s Union Bank of India, Branch at: F-14/15, Connaught Place, New Delhi-110001, IFSC Code UBIN0530786, MICR Code 110026006, A/C No. 307801110050003**. Bidders who fail to submit the Bid Security online on or before the specified date and time shall be declared as ineligible and the Bid submitted by them shall be summarily rejected. The Bid shall be valid for a period not less than 180 days from bid due date.  
The payment receipt of Tender Document cost and Bid Security/EMD shall be submitted online at the time of tender submission.
- b) The Bid Security of unsuccessful bidders shall be refunded after award of License without considering any interest thereon. The Bid Security of the

Selected Bidder shall be adjusted against the Interest Free Security Deposit/Performance Security.

- c) If the selected Bidder withdraws/alter their Bid at any stage, their Bid Security shall be forfeited by DMRC.

- 4.5 Bid Variable: The Bidder(s) shall quote the rate of license fee in per sqm/month "X" for space in both words as well as figures. If there is a discrepancy between words and figures, the amount in words shall prevail.
- 4.6 The bid shall be submitted by the bidder in two parts comprising of Technical Bid and Financial Bid. The Technical Bid shall include the details for fulfilling Eligibility criteria as laid down in this Tender Document. The Financial Bid shall include the financial offer of the Bidder in the manner prescribed in this document. Both the Technical Bid and Financial Bid shall be submitted by the Bidder on the same date and time as mentioned in the Tender Document. The offer of Bidder, who does not fulfill the Eligibility criteria, shall be summarily rejected. The Bidder shall enclose with their Bid an undertaking stating that all the necessary supporting documents, including audited accounts and financial statements, certificate(s) from their statutory auditors have been provided.
- 4.7 Technical Bid: The Bidder shall on or before the date and time given in the Notice Inviting Tender, upload their Tender on e-tendering portal <https://eprocure.gov.in/eprocure/app>. The Bidder shall ensure that a receipt is obtained for the submission of their Tender.

Such receipt is being issued free of cost. The Bidder shall upload scanned copies of, subject to maximum of, following documents in Technical Bid:

- 4.7.1 Tender Document Cost deposit slip.
- 4.7.2 Bid Security submission slip.
- 4.7.3 Annexure-2 (On Official letter head of the Bidder)
- 4.7.4 Annexure-3 (Financial Bid)
- 4.7.5 Annexure-4 (General Information of the bidder)
- 4.7.6 Annexure-5 (Format for Power of Attorney for Signing of Application) & Annexure-7 (Affidavit)
- 4.7.7 Annexure-9 (Certificate of Statutory Auditors)
- 4.7.8 Annexure-10 (Undertaking for downloaded tender document)
- 4.7.9 Annexure-11 (A) (Undertaking of not being banned / debarred from business)
- 4.7.10 Annexure-11 (B)
- 4.7.11 Annexure-11 (C)

- 4.7.12 Annexure-12 (A) (Declaration / Undertaking regarding Holding/subsidiary company)
  - 4.7.13 Annexure-12 (B) (Details of Bank Account for Refund of tender security/EMD)
  - 4.7.14 Annexure-13 {Undertaking of Responsibility (For Bidders)}
  - 4.7.15 Attested copies of Memorandum of Association and Articles of Association in case of companies or bodies corporate and copy of partnership deed in case of the Partnership Firm.
  - 4.7.16 In case of JV/Consortium, Annexure-6 and Annexure 8 – Consortium Agreement & Undertaking of responsibility
  - 4.7.17 Self attested copies of the PAN Card and GST Registration Certificate (of lead member in case of JV/Consortium).
  - 4.7.18 Copies of (duly audited and certified by a Statutory Auditor) Profit and Loss Account/Balance Sheet of sole proprietor concern or a partnership firm or a company & of all members in case of JV/Consortium, Annual Report in case of a company as per the Companies Act.
  - 4.7.19 Copy of the complete Tender Document including Draft License Agreement (Annexure-14) and Addendum/ Corrigendum (if any) and replies to pre bid queries duly signed and stamped on each page by authorized representative of the Bidder as a token of acceptance of terms and conditions set out therein.
  - 4.7.20 in addition, a declaration by the bidders, as per Annexure-10, must be submitted stating that the tender document has been downloaded from official website of e-tendering portal <https://eprocure.gov.in/eprocure/app> and no changes, whatsoever, have been made by the bidder. Bids received without the declaration are also liable to be rejected at any stage.
  - 4.7.21 Bidder is required to submit Appendix/Annexure-12B for refund of tender security, if the same has been submitted in the form of/by RTGS/NEFT/IMPS.
  - 4.7.22 in case any or all of the provisions mentioned above are not applicable, the Bidder should give a NIL statement/declaration to that effect. Non submission will not be considered as exemption.
- 4.8 Financial Bid: The bidder shall quote the Bid Variable as rate of "License Fee per sqm/month "X" for space (Area in Sqm)" in the Financial Bid form in both words as well as in figures. If there is a discrepancy between words and figures, the amount mentioned in words shall prevail.
- 4.9 The documents including this Tender Document provided by DMRC shall remain or become the properties of DMRC and are transmitted to the Bidders solely for the purpose of preparation and submission of Bid. The Bidders are to treat all information as strictly confidential and shall not use it for any purpose other than



preparation and submission of their Bid. The provisions of this clause shall also apply mutatis mutandis to Bids and all other documents submitted by the Bidders and DMRC shall not return to the Bidders any Bid, document or any information provided along with Bid.

- 4.10 Cost of Bidding: The Bidders shall be responsible for all of the costs associated with the preparation of their Bid and their participation in the Bidding Process. DMRC shall not be responsible or in any way liable for such costs, regardless of the conduct or outcome of the Bidding Process.
- 4.11 Pre-Bid Conference: The date and time for Pre-Bid conference of the Bidders has been notified in Notice Inviting Tender. During the course of Pre-Bid conference, the participants may seek clarifications and put suggestions for considerations. DMRC shall endeavor to provide clarifications and such further information as it may consider appropriate and valuable suggestions shall be deliberated upon by DMRC. DMRC's point of view/response to queries shall be uploaded on website. Please note that individual communication shall not be issued to any participant.
- 4.12 It shall be deemed that by submitting a Bid, the Bidder has:
- 4.12.1 made a complete and careful examination of the bidding documents;
  - 4.12.2 received all relevant information from DMRC;
  - 4.12.3 Accepted the risk of inadequacy, error or mistake in the information provided in the bidding documents or furnished by or on behalf of DMRC relating to any of the matters referred to in tender document;
  - 4.12.4 Satisfied itself about all matters, things and information necessary and required for submitting the Bid, execution of the License Agreement and performance of all of its obligations there under;
  - 4.12.5 Acknowledged and agreed that inadequacy, lack of completeness or incorrectness of information provided in the bidding documents or ignorance of any of the matters hereinabove shall not be a basis for any claim for compensation, damages, claim for performance of its obligations, loss/ profits, etc. from DMRC or a ground for termination of the License Agreement by the Licensee;
  - 4.12.6 Acknowledged that they do not have a conflict of interest with bidding process; and agreed to be bound by the undertakings provided by them under and in terms hereof.
- 4.13 DMRC shall not be liable for any omission, mistake or error in respect of any of the above or on account of any matter or thing arising out of or concerning or relating to tender document or the Bidding Process, including any error or mistake therein or in any information or data given by DMRC.
- 4.14 Verification and Disqualification: DMRC reserves the right to verify all statements, information and documents submitted by the Bidder in response to the tender

document or the Bidding Documents and the Bidder shall, when so required by DMRC, make available all such information, evidence and documents as may be necessary for such verification. Any such verification or lack of such verification, by DMRC shall not relieve the Bidder of their obligations or liabilities hereunder nor shall it affect any rights of DMRC there under.

4.15 Amendment of Tender Document:-

4.15.1 At any time prior to the Bid due date, DMRC may for any reason, modify the Tender Document by the issuance of Addendum/Corrigendum.

4.15.2 Any addendum/corrigendum issued hereunder shall be uploaded on the DMRC official website i.e. [www.delhimetrorail.com](http://www.delhimetrorail.com) and <https://eprocure.gov.in/eprocure/app> only.

4.15.3 In order to provide the Bidders a reasonable time for taking an Addendum into account or for any other reason, DMRC may, in its sole discretion, extend the Bid submission Date.

4.15.4 The Bidders are requested to be in touch with official website of DMRC i.e. [www.delhimetrorail.com](http://www.delhimetrorail.com) and <https://eprocure.gov.in/eprocure/app> for all updates of the Tender Document such as addendum/corrigendum, replies To queries, postponement of Bid schedules etc. No claims or compensation shall be entertained on account of the Bidder having not read/noticed the updates, etc.

4.16 Preparation and Submission of Bids:

4.16.1 Format and Signing of Bid: The Bidder shall provide all the information sought under this Tender Document as per the format.

4.16.2 The Bid and its copy shall be typed or written in indelible ink and signed by the authorised signatory of the Bidder who shall also initial each page in blue ink. All the alterations, omissions, additions or any other amendments made to the Bid shall be initialed by the person(s) who is (are) authorized to sign the Bid.

4.16.3 The Bidder shall have to submit their Bids (Technical Bid & Financial Bid) online only in electronic format with digital signatures and after uploading the mandatory scanned documents towards cost of Tender Document, Bid Security and other documents as required in the Tender Document. The Tender Document Cost & Bid Security must be submitted on line only in the form of RTGS/NEFT/IMPS in favour of "Delhi Metro Rail Corporation Ltd" and payable to/for credit of A/C of DMRC Ltd. with **M/s Union Bank of India, Branch at: F-14/15, Connaught Place, New Delhi-110001, IFSC Code UBIN0530786, MICR Code 110026006, A/C No. 307801110050003**, payable at "New Delhi" on or before the stipulated date & time (as specified in NIT).

4.16.4 The Bidders have to produce the original documents as and when required by DMRC. The failure of the Bidder or Licensee to furnish the said original documents will empower DMRC to summarily reject their Bid.

4.16.5 Before submission of online Bids, Bidders must ensure that scanned copies of all the necessary documents have been uploaded with the Bid.

4.16.6 The Bidders should carefully note the following instructions:

- a) The Bidders should ensure that the complete Tender Document has been downloaded.
- b) The printout of Tender Documents should be taken on an 'A4' size good quality paper. The printout should be same as available on website. The print should be legible and indelible.  
In case of any correction/addition/alteration/omission in the Tender Document, as made available by DMRC, is observed at any stage, the Bid shall be treated as non-responsive and shall be rejected out-rightly.

4.17 Late Tenders: Tenders have to be uploaded on e-tendering portal <https://eprocure.gov.in/eprocure/app> before the due date and time of tender submission. The tender security and cost of tender documents shall be submitted online in the form of RTGS/NEFT/IMPS in favour of "Delhi Metro Rail Corporation Ltd" and payable to/for credit of A/C of DMRC Ltd. with **M/s Union Bank of India, Branch at: F-14/15, Connaught Place, New Delhi-110001, IFSC Code UBIN0530786, MICR Code 110026006, A/C No. 307801110050003** payable at "New Delhi". It shall be the responsibility of the bidder to ensure that their tender security and cost of tender documents is submitted before the schedule date and time for submission of bid. Tenders document Cost & Bid Security received after due date and time of submission of Bid shall not be accepted. DMRC will not be responsible for any delay, internet connection failure or any error in uploading the tender submission. The bidders are advised to upload their submissions well before the due date and time of tender submission to avoid any problems. DMRC shall not be responsible for tender security and tender cost delivered in other form to any other place/person in DMRC (like DAK section/Receipt Section, etc.) DMRC may, at its sole discretion, extend the deadline for submission of tenders by issuing an amendment. In such case, all rights and obligations of DMRC and the tenderer previously subject to the original deadline will thereafter be subject to the deadline as extended. Notwithstanding anything contained in this Tender Document, DMRC reserves the right to accept or reject any Bid offer and to annul the Bidding Process and reject all Bid offers, at any time without any liability or any obligation for such acceptance, rejection or annulment, and without assigning any reasons therefore.

4.18 Applicants will not be considered if they make any false or misleading representations in statements/ attachments. If any submission is found

false or misleading even at later stage (i.e, after the award of Tender) then also, DMRC may annul the award. Further, the Applicant may be blacklisted for participation in any future Tenders of DMRC. In such a case DMRC shall forfeit the EMD (if any), Security Deposit (if any) &/or any other payments made to DMRC. The Bidder are required to download the addendum, post bid queries etc. from e-Tendering portal <https://eprocure.gov.in/eprocure/app>

Confidentiality: Information relating to the examination, clarification, evaluation, and recommendation for the Bidders shall not be disclosed to any person who is not officially concerned with the process or is not a retained professional advisor advising DMRC in relation to or matters arising out of or concerning the Bidding Process. DMRC shall treat all information, submitted as part of Bid, in confidence and shall require all those who have access to such material to treat the same in confidence. DMRC may not divulge any such information unless it is directed to do so by any statutory entity that has the power under law to require its disclosure or is to enforce or assert any right or privilege of the statutory entity and/ or DMRC or as may be required by law or in connection with any legal process.

## **CHAPTER-5: INSTRUCTIONS FOR ONLINE BID SUBMISSION**

### **5.1 General**

The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at: <https://eprocure.gov.in/eprocure/app>.

### **5.2 REGISTRATION**

- a. Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link "**Online bidder Enrollment**" on the CPP Portal which is free of charge.
- b. As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- c. Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- d. Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / n-Code / e-Mudhra etc.), with their profile.
- e. Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
- f. Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

### **5.3 SEARCHING FOR TENDER DOCUMENTS**

- a. There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
- b. Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable the CPP Portal to

intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.

- c. The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

#### **5.4 PREPARATION OF BIDS**

- a. Bidder should take into account any Corrigendum / Addendum published on the tender document before submitting their bids.
- b. Bidders are advised to go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- c. Bidder, in advance, should get ready the bid documents to be uploaded as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- d. To avoid the time and effort required in uploading the same set of standard documents which are required to be uploaded as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "My Space" or "Other Important Documents" area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

#### **5.5 SUBMISSION OF BIDS**

- a) Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- b) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- c) Bidder has to select the payment option as "online" to pay the tender fee / EMD as applicable and enter details of the instrument.
- d) Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BOQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BOQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the

bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BOQ file is found to be modified by the bidder, the bid will be rejected.

- e) The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- f) All the documents being uploaded by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid opener's public keys.
- g) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- h) Upon the successful and timely submission of bids (i.e. after Clicking "Freeze Bid Submission" in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
- i) The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

## **5.6 ASSISTANCE TO BIDDERS**

1. Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
2. Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk.
3. For any Technical queries related to Operation of the Central Public Procurement Portal Contact at: Mobile Numbers: 91 7878007972, 91 7878007973, 91 7574889871, 91 7574889874, 91 8826246593 Tel: The 24 x 7 Toll Free Telephonic Help Desk Number 1800 3070 2232. Other Tel: 0120-4200462, 0120-4001002. E-Mail: cppp-nic@nic.in

## **CHAPTER-6: EVALUATION OF BIDS**

6.1 Tender Opening: Bids shall be opened online by the Tender Opening Committee of DMRC on due date and time of tender opening. The Bid security amount will be checked. Tender Document details for selection of Licensee for digital Advertisement Rights inside ITO) Metro station of Line-6 will be read out for the information of the representatives of Bidders. Technical bids of those Bidders who have not submitted Bid security and/or cost of tender document shall not be opened. Tender which is accompanied by an unacceptable or fraudulent Bid Security shall be considered as non – compliant and shall be rejected. The Technical Bids of all the Bidders shall be opened in the presence of Bidders or their representatives who choose to attend on date & time as mentioned in the Tender Document. If such nominated date for opening of Tender is subsequently declared as a Public Holiday by DMRC, the next official working day shall be deemed as the date of opening of Technical Bids. The Tender of any Bidder who has not complied with one or more of the foregoing instructions may not be considered. The details will be read out for the information of representative of Bidders, present at the time of opening of Tender. On opening of the Tender, it will be checked if they contain Pre-Qualification, Technical & Financial Bids. Pre- Qualification & Technical bids of the Bidders not containing financial bids shall not be opened. DMRC shall prepare a record of opening of the Pre- Qualification, Technical & Financial Bids which shall include, the name of bidder and whether there is a withdrawal, substitution or modification; alternative proposals, and presence or absence of a Bid security + cost of tender documents. The Bidders' representatives who are present shall be requested to sign the record. The omission of a bidder's signature on the record shall not invalidate the contents and effect of the record. The Bidders name, details of the Bid security and such other details as DMRC or their authorized representative, at their discretion, may consider appropriate will be announced at the time of tender opening. The sealed financial bids will be opened on a subsequent date after evaluation of technical bids. Financial bids of only those Bidders, whose submissions are found substantially responsive and technically compliant, will be opened. The time of opening of financial bids shall be informed separately to only those bidders who have qualified during Pre- Qualification and Technical evaluation stages and bidder(s) can be present to witness opening of Financial Bids.

6.2 Evaluation of Financial Bids: DMRC shall open Financial Bids of all Bidders who have passed the Pre-Qualification eligibility criteria and are found technically eligible & qualified and have submitted substantially responsive Technical Tenders, in the presence of Bidder's representatives who choose to attend at the address,



date and time informed/specified by DMRC. The financial bids of the bidders shall be opened one by one, by reading out: the name of the Bidders and whether there is a modification; the Tender Price(s), offer bid and any other details as

DMRC may consider appropriate. Only Financial Bids read out and recorded during the opening of financial bids/Tenders shall be considered for evaluation. No bid shall be rejected at the opening of Price Tenders. The omission of a Bidder's signature on the record shall not invalidate the contents and effect of the record. A copy of the record shall be distributed to all Bidders. In case two or more bids are of the same rates then Bidder whose turnover is higher will be selected. However, DMRC's decision shall be binding and final.

- 6.3 To facilitate evaluation of Bids, DMRC may, at its sole discretion, seek clarifications in writing from any Bidder regarding their Bid.
- 6.4 Selection of Bidder who qualifies the Eligibility & Financial Criteria:
- After selection, two copies in original of Letter of Acceptance (the "LOAs") shall be issued, in duplicate, by DMRC to the Selected Bidder.
  - One copy thereof shall be returned to DMRC within seven (7) days of date of issue of LOA, duly signed with stamp as a token of unconditional acceptance and acknowledgement.
  - Schedule of Various Stages: The Selected Bidder shall follow the following time lines:

S.No.	Stage of Activity	Time Period
1	Payment of Interest Free Security Deposit/ Performance Security to DMRC by Licensee.	Within 30 days of date of issue of Letter of Acceptance.
2	Handing over of advertisement spaces at the selected metro stations to the Licensee for Advertisement	Within 10 days of making the payments of Interest Free Security Deposit/ Performance Security as per LOA.
3	Signing of License Agreement.	Within 30 days after handing over of selected metro stations for advertisement spaces as per Annexure-1.
4	Payment of Advance License Fee for 1 <sup>st</sup> Quarter to DMRC by Licensee.	Within 75 days from the date of first handing over of the licensed spaces for advertisement, without consideration of any Interest.

& In the event of the duplicate copy of the LOA, duly signed by the selected bidder as a token of unconditional acceptance of the LOA, not being received by the stipulated date by DMRC may, unless it consents to extension of time for submission thereof, cancel the LOA and forfeit the bid security of such bidder as damages on the account of failure of the selected bidder to unconditionally accept the terms of LOA.

- 6.5 The selected Bidder is required to submit Interest Free Security Deposit/Performance Security within 30 (Thirty) days from the date of issuance of Letter of Acceptance (excluding the date of issue of LOA). Any request of successful Bidder for seeking any clarification/approval/document from DMRC shall be considered only after submission of requisite Interest Free Security Deposit/Performance Security. In case, the bidder fails to submit

Interest Free Security Deposit/Performance Security within 30 days from date of issuance of LOA, an extended period of 30 days, i.e upto 60 days from date of issue of LOA to make LOA payments along with penal interest for delayed payment of LOA amount payable to DMRC shall be as follows:

<b>Days from date of issue of LOA</b>	<b>Rate of penal Interest</b>
Up to 30 days (excluding date of issue of LOA)	NIL
Delay up to 15 days	18% per annum
Delay beyond 15 days	24% per annum

*The aforementioned interest is excluding GST and shall be charged for the entire period from the date of issue of LOA and on the balance amount remaining unpaid as per the LOA.*

*The amount of penal interest shall be submitted in the form of RTGS/NEFT only, in favour of DMRC Ltd. & payable at New Delhi.*

*If the licensee fails to submit the required aforesaid Security Deposit/upfront amount/any other amount required in terms and conditions of LOA, within 60 days of issue of LOA, the LOA may be cancelled and EMD/any other amount submitted may be forfeited by DMRC.*

*After 60 days from date of issue of LOA, if Bidder fails to comply with the terms and conditions of the LOA & make due payments there under, the LOA may stand cancelled and Earnest Money deposit / bid security submitted by the successful bidder may be forfeited in favour of "Delhi Metro Rail Corporation Ltd". No further request for extension in making payment of LOA amount may be considered. The bidder voluntarily and unequivocally agrees not to seek any claim, compensation, damages or any other consideration whatsoever on this account.*

- 6.6 Selected Bidder shall sign the License Agreement within 30 days of handing over of the advertisement space at selected metro station as indicated in Annexure-1. The Selected Bidder shall not be entitled to seek any deviation, modification or amendment in the License Agreement.
- 6.7 The licensee shall pay Advance License Fee with GST for 1st Quarter within 75 days from the date of first handing over of licensed advertisement spaces (Annexure-1) without consideration of any interest. If the Selected Bidder fails to pay Advance License Fee for 1st Quarter within 75 days from date of first handing over of the advertisement Space, it shall be treated as non-payment of DMRC dues and action shall be taken as per CHAPTER-6&CHAPTER-15of Draft License Agreement.
- 6.8 Notwithstanding anything contained in this Tender Document, DMRC reserves the right to accept or reject any or all Bids/offers and to annul the Bidding Process and reject all Bid offers, at any time without any liability or any obligation for such acceptance, rejection or annulment, and without assigning any reason therefore.

## **CHAPTER-7: OBJECTIVES & SCOPE**

### **7.1 Objectives of License Agreement:** Objectives of License Agreement are set herewith:

- a) Contribute to the aesthetical view of the Delhi Metro through high quality advertising comparable to world class Airports & Metros Railways and other leading destinations.
- b) To augment non-operational revenue of DMRC through advertisements.
- c) Position Delhi Metro as a most sought after location for advertising.
- d) Provide value to the Corporate who advertises in Delhi Metro.
- e) To promote Delhi Metro as the gateway to Delhi Tourism by highlighting Delhi and NCR heritage and cultural beauty.

### **7.2 Scope of Exclusive Advertisement Rights**

This tender is intended to create & exploit the capabilities of digital media only. The selected Bidder shall have exclusive rights to design, procure/manufacture, install, manage, operate, maintain, market and sell advertising opportunities by digital media only at ITO station subject to the terms and conditions specified in the License Agreement. Licensee shall be responsible for the following activities:-

- a) The list of total pre-fabricated inventory is available at Annexure-1 (including additional area exceeding 50 sqm which is applicable and handed over on pro rata basis of License Fee).
- b) The advertiser shall provide and install the advertisement panels as per their requirement, subsequent to the prior approval of DMRC in writing, as stipulated.
- c) Licensee shall be submitting a list of proposed inventory (consisting of minimum area offered of 50 sqm along with any additional area that the licensee wishes to utilize during the tenure of the contract) with locations **within 75 days** of handing over of the station.

Notwithstanding proposed inventory as mentioned above, licensee may apply for any additional inventory in addition to proposed inventory as per their requirement as per terms & conditions of the contract agreement during the tenure of the contract. The License fee for the additional area shall be charged on pro-rata basis at the current rate of License fee as applicable.

Prefabricated inventory is available at the station, which is listed at Annexure-1. Licensee may utilize this space for digital advertisement. However, if licensee is not able to utilize any / all of this entire prefabricated inventory for digital advertisement, licensee will provide DMRC message(s) on vacant panels through static advertisement (by use of flex or any other suitable display), for which write up shall be provided by DMRC. However, advertiser shall be permitted to mention their contact details on such message/s. However, if the licensee fails to update the unutilized prefabricated inventory within 90 days of providing DMRC messages, DMRC may provide the same & recover the cost from the licensee.

At no stage, any prefabricated advertisement panels shall be left unattended & shall be maintained / updated by the Licensee. And, for the intervening time, when licensee is not fully utilizing the same, it shall not bear a barren, deserted & shabby look; and presents a pleasant & aesthetic view of the station. Subsequent to completion of the license period, all the infrastructure provided by the licensee for advertisement & operational requirement shall become property of DMRC.

- d) Designing of all advertising units/structures to complement station architecture for advertising sites.
- e) Procurement, fabrication, installation & erection of advertising units. Advertisement inventory shall include spaces inside selected metro station only and no advertisement shall be allowed on outer side of the metro station.
- f) Appoint an architect to interact with nodal DMRC representative to bring clarity in understanding of spaces, to coordinate and implement decisions taken.
- g) Operate, manage and maintain the entire advertisement plans.
- h) Management of sales & marketing of the advertising within station including providing adequate professionally trained manpower.
- i) Design of themes depicting Delhi culture and its natural beauty and Delhi tourism for display at the advertising sites as per the tender conditions.
- j) Promote DMRC amongst India's top three Destination Brands for Advertising.
- k) Obtain all approvals, permits, etc. from all competent authorities including different tiers of government, statutory, local, Civic Authorities, etc. at their own cost.
- l) Comply with all statutory requirements in connection with License Agreement.
- m) Ensure regular and timely payments of all amounts due to DMRC and discharge all obligations as per License Agreement.
- n) All taxes including Municipal/Advertisement Taxes, fees, cesses, levies that may be payable by the Licensee under the Applicable Law to the Government or any of its agencies.
- o) At present, DMRC is not liable to share its revenue generated from advertisements inside DMRC Metro stations with local bodies including MCD, etc. However, if DMRC becomes liable to share revenue with local bodies from advertisements Inside Selected Metro Stations in future, then DMRC shall deposit the due share to local bodies out of its own funds. Licensee shall not be liable to part with any additional amount on this account.

**Station Available for Exclusive Advertisement Rights:** ITO metro station is proposed to be given for exclusive advertisement rights through digital media only. Total minimum advertisement area at the station is 50 sqm to be provided on as is where is basis. Licensee shall have exclusive advertisement rights immediately after issue of LOA and the advertisement spaces shall be handed over within 10 days of making the payment of Interest free Security deposit/ Performance Security as per the LOA. If required, licensee can also use pre-fabricated panels for digital advertisement after prior approval from DMRC.

**Exception to Exclusivity:**

- (i) DMRC has provided contract for operation, regular cleaning & maintenance of toilet blocks with continuous serviceability round the clock and also for cycle stands along

with advertisement rights (for area not exceeding 15 Sqm at each facility/ metro station) on the toilet blocks/ cycle stand to the contractor.

- (ii) DMRC has provided contracts for water ATMs where in water is made available to commuters along with advertisement rights (for area not exceeding 02 Sqm) on the water ATMs.
- (iii) DMRC provides contract for providing dual display digital media signage / DMRC messages at ticket counters (TOM, CCC, TVM, etc.) through LED, video wall, etc, wherein advertisement rights shall be provided to the contractor on this digital media on time sharing basis, whereby contractor would get time slot for advertisement on these digital media along with display of DMRC signage, information, messages, etc. These digital media would be licensed for an area not exceeding 10 Sqm at inside each metro station. And, successful bidder for the advertisement rights inside selected stations metro stations will also be eligible to bid with contract for DDIS.
- (iv) DMRC may nominate some of the locations / stations of DMRC network for providing Art / Exhibition / event corner, wherein DMRC would be utilizing a defined location at the station for displaying exhibits, artwork, etc, without any commercial consideration to the licensee.
- (v) DMRC may install / create any new inventory, panels, etc. for its partners, etc. without any commercial exploitation from the same which may be for displaying artwork/ exhibition corner, other exhibits without any commercial consideration to the Licensee.
- (vi) The licensee shall not be provided rights for advertising through wi-fi, mobile/radio signals on advertisement media not installed / owned by them, viz, mobile, tablet, etc. of commuters', DMRC staff, etc.
- (vii) DMRC has provided/intends to provide spaces inside metro stations for display of Art work, handicrafts portraits, promotion of Heritage, Art & Culture, etc. The licensee shall be at liberty to identify other available spaces at these stations after excluding the spaces identified for display of these activities.
- (viii) **Co-branding Rights** - DMRC may provide Co-Branding Rights at selected stations wherein the selected licensee would be allowed to prefix/ suffix, as applicable the brand name of approved brand with the existing name of the station, along with up to 10 Sqm of branding space (both inside as well outside) on civil structure of the station which are earmarked for Co-branding wherein indoor / outdoor advertisement rights are kept with the Co-branding licensee.
- (ix) DMRC has provided/intends to provide spaces inside metro stations for display of handicrafts portraits, promotion of Heritage, Art & Culture, etc. The licensee shall be at liberty to identify other available spaces at these stations after excluding the space for display of these activities.
- (x) DMRC shall normally not interfere with the approved/installed advertisement display of the licensee.

## **CHAPTER-8: TERMS AND CONDITIONS**

### **8.1 TENURE OF LICENSE**

- a. Tenure of License Agreement shall be 9 (Nine) years from the date of first handover of advertising spaces, unless otherwise terminated by DMRC or surrendered by the Licensee. The tenure of License Agreement shall commence from the date of handover of first lot of advertisement spaces as mentioned in Annexure-1 (Line-6). The license period for additional advertisement space handed over/allotted during the currency of the contract including minimum area mentioned in Annexure-1 will also be co-terminus with original license period of this License Agreement.
- b. There shall be a fitment [period of 75 days from the date of first handing over of first lot of advertisement spaces as per Annexure-1. The license fee shall commence immediately after expiry of the fitment period of 75 days i.e from the 76<sup>th</sup> days from the date of handing over.
- c. There shall be a lock in period of two (2) years from the date of commencement of the License Period.
- d. If the Licensee is desirous of surrender the license hereby created before expiry of the lock-in period of 2 years, the License Agreement shall deemed to be foreclosed on the date mentioned in surrender notice, subject to confirmation by DMRC. In such a case, the balance Interest Free Security Deposit/ Performance Security shall be forfeited in favour of DMRC after adjustment of outstanding dues, if any, payable to DMRC. No grace period shall be provided to licensee in such a case. DMRC may also recover the balance outstanding dues, if are more than Interest Free Security Deposit/ Performance Security, from the other contracts of licensee in DMRC. Balance outstanding dues, if are more than Interest Free Security Deposit/ Performance Security, shall also be recoverable from the licensee before licensee is permitted to remove their establishment(s) or else DMRC will seize their property treating as '0'/NIL value. DMRC shall be free to dispose-off the seized property / goods in whatsoever manner as it deems fit. Licensee shall have no claim for compensation or consideration / damages in this regard.
- e. The Licensee shall have option to exit from the License Agreement immediately after completion of lock-in period of 2 years. For this, the licensee shall give 180 days prior intimation to DMRC which can be given before completion of defined lock-in period of 2 years e.g. (In case lock-in period is of 2 years, prior intimation can be given after 1½ years). However, option to exit will be available only after two years. In such a case, balance Interest Free Security Deposit/ Performance Security of the Licensee shall be refunded after adjusting the outstanding dues, if any, payable on the part of Licensee. DMRC may also recover the balance outstanding dues, if are more than Interest Free Security Deposit/ Performance Security, from the other contracts of licensee in DMRC.

Balance outstanding dues, if are more than Interest Free Security Deposit/ Performance Security, shall also be recoverable from the licensee before licensee is permitted to remove their establishment(s) or else DMRC will seize their property treating as '0'/NIL value. DMRC shall be free to dispose-off the seized property / goods in whatsoever manner as it deems fit. Licensee shall have no claim for compensation or consideration / damages in this regard.

- f. If the Licensee is desirous of terminating the license after expiry of specified lock-in period but without serving any prior intimation period or shorter intimation period than 180 days, the agreement shall deemed to be terminated on completion of such improper/short intimation period. In such cases, the Interest Free Security Deposit/ Performance Security shall be refunded to the Licensee after adjustment of license fee for period shorter than 180 days (notice period) and outstanding dues, if any. DMRC may also recover the balance outstanding dues, if are more than Interest Free Security Deposit/ Performance Security, from the other contracts of licensee in DMRC. Balance outstanding dues, if are more than Interest Free Security Deposit/ Performance Security, shall also be recoverable from the licensee before licensee is permitted to remove their establishment(s) or else DMRC will seize their property treating as '0'/NIL value. DMRC shall be free to dispose-off the property / goods in whatsoever manner as it deems fit. Licensee shall have no claim for compensation or consideration/damages in this regard.
- g. In case of successful completion of the full term of the License period i.e. Nine Years of License Agreement, Interest Free Security Deposit/Performance Security of the Licensee shall be refunded after adjusting the outstanding dues, if any payable to DMRC by the Licensee. If balance outstanding dues are more than Interest Free Security Deposit/Performance Security, they shall also be recoverable from the licensee before licensee is permitted to remove their establishment(s) or else DMRC will seize their property treating as '0'/NIL value. DMRC may also dispose of the same in any manner as deemed fit without reference or notice to the Licensee. DMRC reserves it right to recover the balance outstanding dues from the other contracts of licensee in DMRC.

## **8.2 TAXES AND OTHER STATUTORY DUES**

- a) All other statutory taxes, statutory dues, local levies, GST, etc. as applicable shall be charged extra and shall be remitted along with the License Fee for onward remittance to the Government. The Selected Bidder indemnifies DMRC from any claims that may arise from the statutory authorities in connection with this License.
- b) Payment of stamp duty for execution of license agreement shall be borne by Selected Bidder.
- c) Taxes/Municipal Taxes, if any, shall be solely borne by Selected Bidder.



- d) The Selected Bidder will not ask for any claim or compensation from DMRC if advertisements are not permitted due to local laws/civil authorities. The maintenance of all advertisement inserts will be borne by Selected Bidder.

### **8.3 Interest Free Security Deposit/ Performance Security:**

- a. The selected Bidder/Licensee shall submit & pay Interest Free Security Deposit/Performance Security to DMRC equivalent to half yearly (6 months) License Fee based on the minimum chargeable area mentioned in Annexure-1 as per existing/prevaling rate of license fee applicable as on date of its submission.
- b. The selected Bidder shall deposit & pay to DMRC minimum 25% of Interest Free Security Deposit/Performance Security in the form of DD/PO in favor of DMRC Ltd and 75% or remaining amount of Interest Free Security Deposit/Performance Security shall be paid in form of Bank Guarantee/PO/DD. Interest Free Security Deposit/Performance Security up to Rs. 10.00 lacs shall be paid in the form of DD/PO only. The DD/PO shall be payable in Delhi & drawn on a scheduled commercial bank.
- c. The IFSD shall be payable as follows:
1. The Bank Draft/PO in favour of DMRC Ltd. shall be payable at Delhi/New Delhi and issued from a Scheduled Commercial Bank based in India.
  2. Irrevocable Bank Guarantee in the prescribed format (Annexure- 2 of DLA) issued by the State Bank of India or any other Nationalized Bank or any other Scheduled Commercial Banks, acceptable to DMRC from/payable at branches of the said bank located in Delhi. The Bank Guarantee shall be valid for at least three years and shall be extended and renewed further for at least three years on rolling basis well before expiry of earlier Bank Guarantee, failing which, the previous Bank Guarantee shall be invoked/en-cashed by DMRC without any prior intimation to the licensee. For the last year of license period, the Licensee shall submit the Bank Guarantee valid for remaining license period plus six months and shall renew it further, if required, till the final settlement of all accounts is carried out, failing which, the Bank Guarantee of the Licensee shall be invoked &en-cashed by DMRC without any prior notice to the Licensee.
- d. In case of a JV/ Consortium, the Interest Free Security Deposit/ performance security is to be submitted in the name of its JV/Consortium. However, splitting of the Interest Free Security Deposit/performance security (while ensuring the

Interest Free Security Deposit/ performance security is in the name of JV/Consortium) and its submission by different members of the JV/ Consortium for an amount proportionate to percentage stake or otherwise is also acceptable.

- e. The Bank Guarantee issuing bank as defined in clause no. 8.3 (c) above must be on the Structured Financial Messaging System (SFMS) platform. A separate advice of the Bank Guarantee will be invariably be sent by issuing bank to the DMRC's bank through SFMS and only after this, the Bank Guarantee will become operative and acceptable to DMRC. Accordingly, it is licensee's responsibility to advise DMRC's bank particulars at present, in this regard as detailed below to Bank Guarantee issuing bank and ensure the forwarding of advice of said Bank Guarantee through SFMS to DMRC's designated bank at present:

**ICICI Bank Limited**, 9A, Phelps Building, Connaught Place, New Delhi – 110001, IFSC Code: ICIC0000007

- f. **The License Fee and the Interest Free Security Deposit/ Performance Security shall be escalated by 20% on completion of every 3 (three) years of license period, on compounding basis. First escalation in License Fee and the Interest Free Security Deposit/ Performance Security shall be after completion of 3 years of License Period. This may be read in conjunction with the Clause 3.3 of DLA.**
- g. Interest Free Security Deposit/ Performance Security shall remain constant for a variation in area up to (+/-) 10% of the initial tendered area / minimum chargeable area as per annexure-1. However, in case of variation in area more than (+) 10% from the initial tendered area / minimum chargeable area as per Annexure-1 then Interest Free Security Deposit/ Performance Security shall be updated/adjusted on pro-rata basis.

#### **8.4 Factors Governing Selection of Permissible Advertisements**

The Licensee shall take into account the following aspects while selecting advertisements on the panels and abide by all the instruction of the authorized DMRC representative on the same:

- a) The advertiser is prohibited from carrying information or graphic or other items relating to alcohol and tobacco products.
- b) The advertiser will have no objectionable and indecent portrays of people, products or any terms.
- e) The use of DMRC name, logo or title without prior written permission is strictly prohibited. No co-branding with the Licensor is allowed without prior permission.
- f) No Surrogate advertisement is permitted unless application for placement of the same is accompanied by "no objection certificate" from the Ministry of Information and Broadcasting.
- g) Advertisements pertaining to achievements of different Governments, their Departments, Ministries, Government Undertakings, other Authorities or Political Parties shall be permitted. However, no advertisement of any political party,

person violating "Model Code of Conduct" shall be allowed during the period, whereby, "Model Code of Conduct" has been enforced by Election Commission. Further, no advertisement which violates "Model Code of Conduct" shall be permitted during the period whereby "Model Code of Conduct" have been enforced by Election Commission. **It should be ensured that all political parties and candidates get equitable opportunities to have access to such advertisement spaces for election related advertisement during election period and such spaces should not be dominated / monopolized by any particular party(ies) or candidate(s). Fair and equal opportunity has to be given to all parties / candidates.**

- h) Station naming and Co-branding shall not be allowed.
- i) **Any type audio advertisement including from/in digital media shall not be allowed.**
- j) **No political advertisement shall be displayed /pasted at the space provided on lease for commercial advertisement during the period of Modal code of conduct. If there is any political advertisement in the provided space, the same shall be removed immediately on enforcement of the Modal code of Conduct.**
- k) All advertisement/creative must be approved by DMRC before display in metro premises.
- l) **Negative list of Advertisements:** the licensee shall take into account that the following types of advertisements are strictly prohibited:
  - a) Nudity
  - b) Racial advertisements or advertisements propagating caste, community or ethnic differences.
  - c) Advertisements of drugs, alcohol, cigarette, or tobacco items.
  - d) Advertisement propagating exploitation of women or child.
  - e) Advertisements having sexual overtone.
  - f) Advertisements depicting cruelty to animals.
  - g) Advertisements depicting any nation or institution in poor light.
  - h) Advertisements banned by the Advertising Council of India or by Law.
  - i) Advertisements glorifying violence.
  - j) Advertisements of destructive devices and explosives depicting items, weapons and related items.
  - k) Lottery tickets, sweepstakes entries and slot machines related advertisements.
  - l) Advertisements which may be obscene or contain pornography or contain an "indecent representation of women".
  - m) Advertisements which may be defamatory, trade libelous, unlawfully threatening or unlawfully harassing.

## **CHAPTER-9 FRAUD AND CORRUPT PRACTICES**

- 9.1 Bidders and their respective officers, employees, agents and advisers shall observe highest standard of ethics during Bidding Process and subsequent to issue of LOA and during subsistence of License Agreement. Notwithstanding anything to the contrary contained herein, or in the LOA or the License Agreement, DMRC may reject a Bid, withdraw the LOA, or terminate the License Agreement, as the case may be, without being liable in any manner whatsoever to the Bidder or Licensee, as the case may be, if it determines that the Bidder or Licensee, as the case may be, has directly or indirectly or through an agent, engaged in corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice in the Bidding Process. In such an event, DMRC shall be entitled to forfeit & appropriate Bid Security, Interest Free Security Deposit / Performance Security and advance License Fee received as the case may be, as Damages, without prejudice to any other right or remedy available to DMRC under Bidding Documents and/ or License Agreement, or otherwise.
- 9.2 Without prejudice to the rights of DMRC under Clause 9.1 hereinabove and the rights and remedies which DMRC may have under the LOA or the License Agreement, or otherwise if a Bidder or Licensee, as the case may be, is found by DMRC to have directly or indirectly or through an agent, engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice during the Bidding Process, or after the issue of the LOA or the execution of the License Agreement, such Bidder or Licensee shall not be eligible to participate in any tender or RFP issued by DMRC during a period of 2 (two) years from the date such Bidder is found by DMRC to have engaged, directly or indirectly, in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice.
- 9.3 For the purposes of this Clause, the following terms shall have the meaning hereinafter respectively assigned to them:
- (a) "Corrupt practice" means offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence actions of any person connected with Bidding Process.
  - (b) "Fraudulent practice" means a misrepresentation or omission of facts or suppression of facts or disclosure of incomplete facts, in order to influence the Bidding Process;
  - (c) "Coercive practice" means impairing or harming, or threatening to impair or harm, directly or indirectly, any person or property to influence any person's participation or action in the Bidding Process;
  - (d) "Undesirable practice" means (i) establishing contact with any person connected with or employed or engaged by DMRC with the objective of canvassing, lobbying or in any manner influencing or attempting to influence the Bidding Process; or (ii) having a Conflict of Interest; and
  - (e) "Restrictive practice" means forming a cartel or arriving at any understanding or arrangement among Bidders with the objective of restricting or manipulating a full and fair competition in the Bidding Process.

9.4. DMRC reserves the right to reject any Bid and appropriate the Bid Security if:

- (a) At any time, a material misrepresentation is made or uncovered, or
- (b) The Bidder does not provide, within the time specified by DMRC, the supplemental information sought by DMRC for evaluation of the Bid. Such misrepresentation/ improper response shall lead to the disqualification of the Bidder.

9.5. In case it is found during the evaluation or at any time before signing of the License Agreement or after its execution and during the period of subsistence thereof, including the License thereby granted by DMRC, that one or more of the Eligibility criteria have not been met by the Bidder, or the Bidder has made material misrepresentation or has given any materially incorrect or false information, the Bidder shall be disqualified forthwith if not yet appointed as the Licensee either by issue of the LOA or entering into of the License Agreement, and if the Selected Bidder has already been issued the LOA or has entered into the License Agreement, as the case may be, the same shall, notwithstanding anything to the contrary contained therein or in this RFP, be liable to be terminated, by a communication in writing by DMRC to the Selected Bidder or the Licensee, as the case may be, without DMRC being liable in any manner whatsoever to the Selected Bidder or Licensee. In such an event, DMRC shall be entitled to forfeit and appropriate the Bid Security and Interest Free Security Deposit / Performance Security and advance License fee received if any, as the case may be, as Damages, without prejudice to any other right or remedy that may be available to DMRC under the Bidding Documents and/ or the License Agreement, or otherwise.

## **CHAPTER-10: MISCELLANEOUS**

- 10.1** The Bidding Process shall be governed by and construed in accordance with the laws of India and the Courts at New Delhi shall have exclusive jurisdiction over all disputes arising under, pursuant to and/ or in connection with the Bidding Process. Even in such cases where DMRC asks for additional information from any bidder, the same cannot be adduced as a reason for citing any dispute.
- 10.2** During License period, all disputes between the successful bidder and DMRC shall be settled as per the Dispute Resolution procedure elaborated in the Draft License Agreement (Chapter-17) after signing the License Agreement.
- 10.3** DMRC, in its sole discretion and without incurring any obligation or liability, reserves the right, at any time, to;
- a) suspend and/or cancel the Bidding Process and/or amend and/or supplement the Bidding Process or modify the dates or other terms and conditions relating thereto;
  - b) consult with any Bidder in order to receive clarification or further information;
  - c) retain any information and/or evidence submitted to DMRC by, on behalf of, and/ or in relation to any Bidder; and/or
  - d) Independently verify, disqualify, reject and/or accept any and all submissions or other information and/or evidence submitted by or on behalf of any Bidder.
- 10.4** It shall be deemed that by submitting the Bid, the Bidder agrees and releases DMRC, its employees, agents and advisers, irrevocably, unconditionally, fully and finally from any and all liability for claims, losses, damages, costs, expenses or liabilities in any way related to or arising from the exercise of any rights and/or performance of any obligations hereunder, pursuant hereto and/or in connection with the Bidding Process and waives, to the fullest extent permitted by applicable laws, any and all rights and/or claims it may have in this respect, whether actual or contingent, whether present or in future.
- 10.5** The Tender Document is to be taken as mutually explanatory and supplementary to the draft license agreement and, unless otherwise expressly provided elsewhere in this tender document, in the event of any conflict between them, the priority shall be in the following order:
- a) License Agreement
  - b) Letter of Acceptance
  - c) Tender Document including RFP, DLA.
  - d) Reply to pre-bid Query & any Addendum or Corrigendum i.e. the License Agreement above shall prevail over LOA & Tender Document.

**10.6** All advertisements are subject to full compliance to technical Parameters of the EPCA guidelines or any other prevailing applicable policy, statutes, codes, etc. as applicable from time to time. The licensee can utilise any format of digital advertisement including and not limited to, visual display by electronic media (without audio), video walls, touch panels, LEDs, LCDs and any other innovative advertisement media, digital display (without audio), etc. Minimum area for which license fee shall be charged is 50 sqm or actual area utilized, whichever is higher. Additional area beyond 50 sqm shall be charged on pro-rata basis

**10.7** The area to be charged shall be the actual display area of screen, exclusive of any border or non-digital width.

**10.8** Late Tenders

Tenders have to be uploaded on e-tendering portal <https://eprocure.gov.in/eprocure/app> before the due date and time of tender submission. Tender document cost & tender security received after due date and time of submission of Bid shall not be accepted. DMRC will not be responsible for any delay, internet connection failure or any other error in uploading the tender submission. The bidders are advised to upload their submissions well before the due date and time of tender submission to avoid any failure. DMRC may, at its sole discretion, extend the due date for submission of tenders by issuing an amendment. In such case, all rights and obligations of DMRC and the bidders previously subject to the original due date will thereafter be subject to the due date as extended.

**10.9** Modification, Substitution and Withdrawal of Tenders

A bidder may withdraw, substitute or modify its tender after it has been submitted within the due date. No tender may be withdrawn, substituted, or modified in the interval between the due date for submission of tenders and the expiration of the period of tender validity specified by the bidder on the Letter of Tender or any extension thereof. Withdrawal, substitution or modification of tender during the specified period shall result in forfeiture of tender security.

**10.10** Correction of Errors

Tenders found to be substantially responsive will be checked by DMRC for any arithmetical errors in computation and summation during financial evaluation. Errors, if any shall be considered as follows:

- a. Where there is a discrepancy between amounts in figures and in words, the amount in words will govern, unless the amount expressed in words is related to an arithmetical error, in which case the amount in figures shall prevail;
- b. Where there is a discrepancy between the unit price and the total amount derived from the multiplication of the unit price and the quantity, the unit price as quoted will normally govern unless in the opinion of DMRC there is an obviously gross

misplacement of the decimal point in the unit price, in such case, the total amount as quoted will govern; and

- c. If there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected.

If a bidder does not accept the correction of errors as outlined above, their tender will be rejected and the tender security may be forfeited in favour of DMRC.



## Annexure-1

### Details of Advertisement space offered for licensing

#### Total Prefabricated Advertisement Panels offered at ITO metro station

S/N	Station	Panel Size of each panel(in m)	Total panel	Total Area of all panels
1	ITO Metro Station	3.75 * 1.95	36	263.25 sqm

**\*Minimum offered/minimum chargeable area is 50 Sqm.**

#### Note:

- Area indicated above is approximate. Actual area measured at the time of handing over and it shall be final. If there is any variation in area, the License Fee and other dues shall be charged for actual area handed over.
- The Advertising spaces inside ITO metro station is offered on license basis is available on "as is where is basis".
- Prefabricated inventory is available at the station for digital advertisement, which is listed above. **However**, Licensee may utilize this inventory for digital advertisement or may create their inventory.
- The digital advertisement rights offered are for a minimum of 50 sqm. The licensee may apply for additional area, and the same shall be charged on pro-rata basis.
- Additional floor space required by the licensee to install support equipments, viz, server(s), kiosk, etc. shall be charged at the prevalent rate of licensee fee. This area shall not be commercially exploited otherwise.
- No audio will be permitted from the installed media panels because of interference with public address system installed at the station.
- Safety and security of the installed infrastructure shall be of the advertisers and DMRC shall in no way responsible for the same.

**Annexure-2**

**LETTER OF APPLICATION & INTEREST**

**(To be submitted (duly signed) by the Bidder or Authorized Signatory on Letter Head)**

**LETTER OF APPLICATION & INTEREST**

**(To be submitted (duly signed) by the Bidder or Authorized Signatory on Letter Head)**

To

General Manager/Property Business,

3<sup>rd</sup> Floor, 'A' Wing, Metro Bhawan,

Fire Brigade Lane, Barakhambha Road,

New Delhi-110001

Sub: - "Tender for Licensing out exclusive advertising rights for display of advertisements through digital media only inside ITO Metro Stations of Line-6 (Violet line) in DMRC Network

Sir,

I / We understand: -

1. That this tender is to License out exclusive advertising rights for display of advertisements through digital media only inside ITOMetro Stations of Line-6 (Violet line) in DMRC Network".
2. That the exclusive advertising rights for display of advertisements through digital media only isfor a minimum area of approx. 50 Sqm,inside ITO Metro Stations of Line-6 (Violet line) in DMRC Network
3. That the Terms and Conditions governing the Tender to license exclusive advertising rights for display of advertisements through digital media only inside ITO Metro Stations of Line-6 (Violet line) in DMRC Network and hereby agree to abide the same.
4. Agree to submit one LOA as a token of unconditional acceptance within 7 (Seven) days from the date of issue of LOA.
5. To deposit the first advance quarterly license fee within 75 (Seventy Five) days from the date of handover of the first lot of stations as mentioned in Annexure-1.

6. To deposit the requisite Interest Free Security Deposit/Performance Security to DMRC equivalent to half yearly (6 months) license fee based on area mentioned in Annexure-1 and existing rate of license fee applicable as on date of its submission.
7. The selected Bidder shall deposit minimum 25% of Interest Free Security Deposit/Performance Security in the form of DD/PO in favor of DMRC Ltd. and remaining 75% or remaining amount of Interest Free Security Deposit /Performance Security in form of Bank Guarantee /PO /DD. Interest Free Security Deposit /Performance Security up to Rs. 10.00 lakhs shall be paid in the form of DD/PO only.

Irrevocable Bank Guarantee in the prescribed format (Annexure-2 of DLA) issued by the State Bank of India or any other Nationalized Bank or other Scheduled Commercial Banks, acceptable to DMRC from/ with branches located in Delhi. The Bank Guarantee shall be valid at least for two years and shall be renewed before expiry of earlier Bank Guarantee, failing which the previous Bank Guarantee shall be en-cashed by DMRC without any prior intimation. For last year of license period, the Licensee shall submit the Bank Guarantee valid for remaining license period plus six months and shall renew it, if required, till the final settlement of all accounts failing which the Bank Guarantee of the Licensee shall be en-cashed by DMRC.

8. That the Tender Security/Bid Security of the successful Bidder shall be adjusted against the Interest Free Security Deposit.
9. That the License Fee shall commence from the 76<sup>th</sup> day (on expiry of fitment period) of handing over of the first lot of advertisement area as per Annexure-1.
10. To sign the License Agreement within the prescribed time or on date as indicated by the authorized representative of DMRC, failing which, DMRC may deem that Bidder are not interested in the offer and forfeit all payments made in favour of DMRC. Bidder hereby voluntarily and unequivocally agree not to seek any claim, compensation, damages or any other consideration whatsoever on account of such forfeiture and also agree not to enter into any correspondence on this account.
11. That the cost of Stamp Duty for execution of License Agreement, Registration Charges and any other related Legal Documentation charges/incidental charges shall be borne by us.
12. That all Taxes/Municipal Taxes, if any, shall be solely borne by us. GST and other taxes as applicable from time to time shall also be paid by us.
13. Not to seek any claim or compensation from DMRC if certain advertisements are not permitted due to local laws/civil authorities. The maintenance of all advertisement inserts will be borne by us.
14. And satisfied with the locations of the advertisement areas and fully understand comprehend the technical requirements. We are also fully satisfied as to the business viability of licensing the advertisement panels and shall not claim any compensation, dues or any other consideration whatsoever on this account.

15. And shall abide by all terms & conditions and other clauses mentioned in this TAF, and is attached herewith duly signed and stamped on each page as token of my/our voluntary and unequivocal acceptance.
16. To undertake not to tamper/alter/modify the document in any manner what-so ever. DMRC may reject the tender outright in case it is found at any time that the Tender Application Form has been tampered/modified/alterd in any manner. DMRC reserves the right to cancel the agreement, forfeiting all amounts in case of successful Bidder and also take necessary legal action. The Bidder voluntarily and unequivocally agrees not to seek any claim, compensation, damages or any other consideration whatsoever, in case DMRC takes necessary action to reject the tender/terminate the agreement, at any time it is found that the downloaded TAF has been tampered/ altered/modified or even corrected.

Signature\_\_\_\_\_

Name of the Authorized Signatory with rubber stamp

Address: \_\_\_\_\_

Telephone No:\_\_\_\_\_

Place: \_\_\_\_\_

Dated: \_\_\_\_\_

**Annexure-3**

**Financial Bid**

Name of the Bid: Exclusive advertising rights for display of advertisements through digital media only inside ITO Metro Station

Period of License: Nine (9) years with a lock in period of Two (2) years

The Financial Bid is need to be filled in the Bill of Quantity (BOQ) format available on:

<https://eprocure.gov.in/eprocure/app>.

**Annexure-4**

**General Information of the Bidder**

1.
  - (a) Name :
  - (b) Country of incorporation :
  - (c) Address of the corporate headquarters :
  - (d) Address of its branch office(s) in India:
2. Details of individual(s) who shall serve as the point of contact/ communication for DMRC within the Company:
  - (a) Name :
  - (b) Designation :
  - (c) Company :
  - (d) Address :
  - (e) Telephone Number :
  - (f) Fax Number :
  - (g) E-Mail Address :
3. In case of Consortium/JV:
  - a. The information above (1 & 2) shall be provided for all the members of the consortium.
  - b. Information regarding role of each member :

Sl. No.	Name of Member	Proportion of Equity to be held in the Consortium	Role*
1			
2			
3			

\* Specify whether Lead Member / Ordinary Member

Signed

(Name of the Authorized Signatory)

For and on behalf of

(Name of the Bidder)

Designation

Place:

Date:

**Annexure-5**

**FORMAT FOR POWER OF ATTORNEY FOR SIGNING OF APPLICATION**

Know all men by these presents, We \_\_\_\_\_ (name and address of the registered office) do hereby constitute, appoint & authorize Mr./Ms. \_\_\_\_\_ (name and residential address) who is presently employed with us and holding the position of \_\_\_\_\_ as our attorney, to do in our name and on our behalf, all such acts, deeds and things necessary in connection with or incidental to our Tender, including signing and submission of all documents and providing information / responses to DMRC, representing us in all matters before DMRC, and generally dealing with DMRC in all matters in connection with our Tender.

We hereby agree to ratify all acts, deeds and things lawfully done by our said attorney pursuant to this Power of Attorney and that all acts, deeds and things done by our aforesaid attorney shall and shall always be deemed to have been done by us.

For

\_\_\_\_\_  
Accepted

\_\_\_\_\_  
(signature)  
(Name, Title and Address) of the Attorney

**Note:**

1. *The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the 47 fulfillment(s) and when it is so required the same should be under common seal affixed in accordance with the required procedure.*
2. *It should be on non-judicial stamp paper of Rs.100/- duly notarized with supported by copy of Board of Resolution passed for this purpose only in case of company.*

**Annexure-6**

**CONSORTIUM AGREEMENT/MEMORANDUM OF AGREEMENT**

**(Duly Stamped)**

This Consortium Agreement/Memorandum of Agreement is executed at New Delhi on this \_\_\_\_ day of \_\_\_\_\_, 2020

**BETWEEN**

M/s \_\_\_\_\_, a Company incorporated under the Companies Act, 1956 (further amended in 2013) and having its Registered Office at \_\_\_\_\_ acting through its \_\_\_\_\_ duly authorized by a resolution of the Board of Directors dated \_\_\_\_\_ (hereinafter referred to as the 'LEAD MEMBER' which expression unless excluded by or repugnant to the subject or context be deemed to mean and include its successors in interest, legal representatives, administrators, nominees and assigns) of the ONE Part;

**AND**

M/s \_\_\_\_\_, a Company incorporated under the Companies Act, 1956 (further amended in 2013) and having its Registered Office at \_\_\_\_\_

and acting through its \_\_\_\_\_, duly authorized by a resolution of the Board of Directors dated \_\_\_\_\_ (hereinafter referred to as the ('Participant member') which expression unless excluded by or repugnant to the subject or context be deemed to mean and include its successors in interest, legal representatives, administrators, nominees and assigns) of the OTHER/SECOND PART

**AND**

M/s \_\_\_\_\_, a Company incorporated under the Companies Act, 1956 (further amended in 2013) and having its Registered Office at \_\_\_\_\_

and acting through its \_\_\_\_\_, duly authorized by a resolution of the Board of Directors dated \_\_\_\_\_ (hereinafter referred to as the ('Participant member') which expression unless excluded by or repugnant to the subject or context be deemed to mean and include its successors in interest, legal representatives, administrators, nominees and assigns) of the THIRD PART]

Whereas Delhi Metro Rail Corporation Limited (hereinafter referred to as 'DMRC') has invited Tenders to License out **exclusive advertising rights for display of advertisements through digital media only inside ITO** Metro Stations of Line-6 (Violet Line) in DMRC Network and whereas the parties hereto have discussed and agreed to form a Consortium for participating in the aforesaid application and have decided to deduce the agreed terms to writing.



**NOW THIS CONSORTIUM AGREEMENT/MEMORANDUM OF AGREEMENT HEREBY WITNESSES:**

1. That in the premises contained herein the Lead Member and the Participant Member(s) having decided to pool their technical know-how, working experiences and financial resources, have formed themselves into a Consortium to participate in this DMRC's tender.
2. That the members of the Consortium have represented and assured each other that they shall abide by and be bound by the terms and conditions stipulated by DMRC for the tender.
3. That the Consortium has agreed to nominate \_\_\_\_\_ as the common representative who shall be authorized to represent the Consortium for all intents and purposes for dealing with DMRC and for submitting the bid as well as doing all other acts and things necessary for submission of the Tender.
4. That the share holding of the members of the Consortium for this specified purpose shall be as follows:
  - (i) The Lead Member \_\_\_\_\_ shall have \_\_\_\_ per cent (\_\_\_\_%) of share holding with reference to the Consortium for this specified project.
  - (ii) The Participant Member \_\_\_\_\_ shall have \_\_\_\_ (\_\_\_\_%) of share holding with reference to the Consortium for this specified project.
  - (iii) [The Participant Member \_\_\_\_\_ shall have \_\_\_\_ (\_\_\_\_%) of share holding with reference to the Consortium for this specified project.]
5. That in order to fulfill the requirement of the tender process and also keep an altogether separate legal entity of the Consortium, the Members of the Consortium undertake to provide their own nominees as share holders to the extent of their respective share holding for the purpose of formation of a Special Purpose Company (SPC) through which the Consortium proposes to undertake the work.
6. That in case to meet the requirements of tender or any other stipulations of DMRC, it becomes necessary to execute and record any other documents amongst the members of the Consortium, they undertake to do the needful and to participate in the same for the purpose of the said project.
7. That it is clarified by and between the members of the Consortium that execution to this Consortium Agreement/Memorandum of Agreement by the members of the Consortium does not constitute any type of partnership for the purposes of provisions of the Indian Partnership Act and that the members of the Consortium shall otherwise be free to carry on their independent business or commercial activities for their own respective benefits under their own respective names and styles. This Consortium Agreement is limited in its operation to the specified project.
8. That the Members of the Consortium undertake to specify their respective roles and responsibilities for the purposes of implementation of this Consortium Agreement and the said project if awarded to the Consortium in the

Memorandum & Articles of Association of the proposed Special Purpose Company to be got incorporated by the Consortium Members to meet the requirements and stipulations of DMRC.

IN FAITH AND TESTIMONY WHEREOF THE PARTIES HERETO HAVE SIGNED THESE PRESENTS ON THE DATE, MONTH AND YEAR FIRST ABOVE WRITTEN.

1. ( ) Authorized Signatory  
( )  
For (Name of company)

2. ( ) Authorized Signatory  
( )  
For (Name of company)

*Enclosure:* Board resolution of each of the Consortium Members authorizing:

- (i) Execution of the Consortium Agreement, and  
Appointing the authorized signatory for such purpose

**Annexure-7**

**AFFIDAVIT**

**(To be given separately by each consortium member on Stamp Paper of Rs. 10, (Duly Notarized)**

I, ..... S/o....., resident of .....

..... the ..... (insert designation) of

The ..... (Insert name of the single bidder/consortium member if a consortium), do solemnly affirm and state as follows :

1. I say that I am the authorised signatory of ..... (insert name of company/consortium member) (hereinafter referred to as "Bidder/Consortium Member") and I am duly authorised by the Board of Directors of the Bidder/Consortium Member to swear and depose this Affidavit on behalf of the bidder/consortium member.
2. I say that I have submitted information with respect to our eligibility for Delhi Metro Rail Corporation's (hereinafter referred to as "DMRC") Tender Document for licensing **exclusive advertising rights for display of advertisements through digital media only inside ITO Metro Stations of Line-6 (Violet Line)** in DMRC Network and I further state that all the said information submitted by us is accurate, true and correct and is based on our records available with us.

\*Strike out whichever is not applicable.

3. I say that, we hereby also authorize and request any bank, authority, person or firm to furnish any information, which may be requested by DMRC to verify our credentials/information provided by us under this Bid and as may be deemed necessary by DMRC.
4. I say that if any point of time including the License period, in case DMRC requests any further/additional information regarding our financial and/or technical capabilities, or any other relevant information, we shall promptly and immediately make available such information accurately and correctly to the satisfaction of DMRC.
5. I say that, we fully acknowledge and understand that furnishing of any false or misleading information by us in our Bid shall entitle us to be disqualified from the tendering process for the said project. The costs and risks for such disqualification shall be entirely borne by us.
6. I state that all the terms and conditions of the Tender Document have been duly complied with.

DEPONENT

VERIFICATION:-

I, the above named deponent, do verify that the contents of paragraphs 1 to 6 of this affidavit are true and correct to my knowledge. No part of it is false and nothing material has been concealed.

Verified at ....., on this ..... day of....., 2020.

DEPONENT

**Annexure-8**

On Rs. 100/- stamp paper duly notarized.

**Undertaking for Responsibility**

\_\_\_\_\_ as a lead member of the consortium of \_\_\_\_ companies - namely \_\_\_\_\_ (Complete name with address) jointly & severally undertake the responsibility in regards to the license agreement with DMRC in respect of licensing of commercial spaces:-

1. That, we solely undertake that \_\_\_\_\_ (Name of the Company/ consortium member) shall conduct all transactions/ correspondences and any other activity in connection with License agreement pertaining to commercial spaces at \_\_\_\_ floor (Schedule-\_\_\_\_) at with DMRC.
2. That, all consortium members are jointly or severally responsible for all commitments / liabilities/ dues etc to DMRC.
3. That, we further confirm that, the stake holding of lead member- \_\_\_\_\_ (Name of the company/ consortium member) shall always remain more than 51% and we, all consortium members, insure that there shall be no change in the stake holding of all parties in the initial 4 (four) years lock in period of license agreement.
4. We also confirm that our consortium was made on Dt.\_\_\_\_\_, for seeking **exclusive advertising rights for display of advertisements through digital media only inside ITO Metro Stations of Line-6 (Violet Line) in DMRC Network** and in support of which a copy of our Board Resolution is attached with this Undertaking.

(Authorized / CEO of all \_\_\_\_ consortium members to sign on undertaking with witness signatures)

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_

Witness      1. \_\_\_\_\_  
                    2. \_\_\_\_\_

**Annexure-9****CERTIFICATE OF STATUTORY AUDITOR**

(On the Letterhead of the Statutory Auditor)

We have verified the relevant statutory and other records of M/s \_\_\_\_\_ [Name of Bidder], and certify that the cumulative turnover of M/s \_\_\_\_\_ (Name of the Applicant) from the all businesses in the last 3 (three) completed financial years is Rs. \_\_\_\_\_.

Year wise details of Average Annual Turnover from all businesses are as under

Name of Bidder or member of JV	Annual Gross Turnover		
	2017-18	2018-19	2019-20
Name of Bidder or member(1) of Consortium/JV			
Name of Bidder or member(2) of Consortium/JV			
Name of Bidder or member(3) of Consortium/JV			
TOTAL			

Name & address of Applicant's Bankers:

**Signature and Seal of the Statutory Auditor clearly indicating his/her membership number**

- Note:
- (i) Turnover as brought out in the audited annual financial results is to be indicated in above table and certified by the statutory auditor of the applicants.
  - (ii) Average Annual Turnover from all sectors of business for each member of JV shall be indicated separately without consideration of ratio of participation in the current Tender.

**UNDERTAKING FOR DOWNLOADED TENDER DOCUMENT**

We here by confirm that, we have downloaded/read the complete set of tender documents /addendum/clarifications along with the set of enclosures hosted on e-tendering portal <https://eprocure.gov.in/eprocure/app>. We confirm that we have gone through the Tender Documents, addendum/corrigendum and clarifications up to the date of opening of bids on the e-tendering portal [<https://eprocure.gov.in/eprocure/app>]. We confirm our unconditional acceptance for the same and have considered these in the submission of our financial bid. We/I hereby give our acceptance to all the terms and conditions of the Tender Document as well as the draft licensee agreement.

Company Name \_\_\_\_\_

Name \_\_\_\_\_

Signature \_\_\_\_\_ Date: \_\_\_\_\_

Postal Address \_\_\_\_\_

E-Mail ID \_\_\_\_\_

Phone \_\_\_\_\_ FAX \_\_\_\_\_

Company Seal:

**Annexure-11 (A)**

**FORM OF TENDER**

**Undertaking for not being banned / debarred from business**

**(Undertaking as per Clause No. 3.10)**

**(On non-judicial stamp paper of Rs. 100 duly notarized)**

We do hereby undertake & confirm that DMRC/ any other Metro Organization (100% owned by Govt.), Ministry of Housing and Urban Affairs / Order of Ministry of Commerce, applicable for all Ministries have not banned/debarred business with us as on the date of tender submission.

Also any work executed by us either individually or as member in a JV/Consortium, has not been rescinded/terminated by DMRC after award of contract to us during the last 3 years (from the last day of the previous month of tender submission) due to our non-performance either on our own or as a member of a JV/Consortium.

In case at a later date the undertaking is found to be false or incorrect, DMRC shall have the right to cancel the allotment/license and forfeit all payments made by the licensee including the interest free security deposit after adjustment of all dues payable by the licensee.

Stamp & Signature of Authorized Signatory

Note:

- a) In case of JV/Consortium, the undertaking shall be submitted by each member of the JV/Consortium.
- b) The undertaking shall be signed by authorized signatory of the tenderer. In case of JV/Consortium by the authorized signatory of the constituent members & duly counter signed by the authorized signatory of tenderer.
- c) In all cases where the Bidding Entities fulfils the eligibility criteria by way of & on account of submission of the financials of its group holding company and/or other group subsidiary company controlled by the same holding as per Clause 3.1 to 3.9 of RFP, the above undertaking shall be executed by such holding as well as group subsidiary company.



**(Undertaking as per Clause 3.12 of Tender Document)****(To be submitted by bidder (single entity/JV) and also by each member of the JV/Consortium Separately)**

{To be submitted by bidder (single entity/JV) and also by each member of JV/Consortium separately}

- 1.0 We, \_\_\_\_\_, hereby undertake that we have following lease / license / concession agreement of DMRC property (ies) (as on the date of submission of this tender).

S. No.	Lease/Contract Agreement No.	Date of Start	Date of Completion	Due date of Payment of last pending invoice	Remarks

- 2.0 It is certified that no dues are pending on our account for more than 90 days in any of the above agreement(s) either as a single entity or as a member of JV/consortium or SPV of JV/consortium/single entity.

Note: During evaluation if it is found that incorrect information has been furnished by us for any DMRC property, we undertake that our submission will be considered ineligible and summarily rejected.

Signature of Authorized/signatory of Bidder

**Annexure – 11 (C)****(Undertaking as per Clause 3.12 of Tender Document)**

{To be submitted by bidder (single entity/JV) and also by each member of JV/Consortium separately}

1. We, \_\_\_\_\_, hereby undertake that we have following

lease/license/concession agreement of DMRC property (ies) (as on last date of submission of this tender).

S.No.	Lease/Contract Agreement No.	Date of Start	Date of Completion	Date of taking over of leased / license d space / premises	Date of handing over (vacate) of leased / license d space / premises	If provision of moratorium period, the date of end of moratorium period	Date on which Escrow account opened & Account No.	Remarks

- It is certified that we (either as a single entity or as a member of JV/consortium of SPV of JV / consortium / single entity) have vacated the leased / licensed space / premises within the grace period (if provided) after completion of the tenure of the license / premature terminated / surrender.
- It is certified that we (either as a single entity or as a member of JV/consortium of SPV of JV / consortium / single entity) have taken over the space / premises leased / licensed to us, within due date & time.
- It is certified that we (either as a single entity or as a member of JV/consortium of SPV of JV / consortium / single entity) have not encroached on the common areas / circulating areas or any other space which is not leased / licensed to us.
- It is certified that we (either as a single entity or as a member of JV/consortium of SPV of JV / consortium / single entity), having lease / license agreement(s) of DMRC in which there is a provision of opening of Escrow account, have opened the Escrow account / will open escrow account before the end of moratorium period and ensuring that sub lessee make all the payments whatsoever through escrow account and remitting all DMRC dues through said Escrow account.

Note: During evaluation if it is found that incorrect information has been furnished by us for any DMRC property, we undertake that our submission will be considered ineligible and summarily rejected. Strike over which is not applicable.

Signature of Authorized/signatory of Bidder

**Annexure-12(A)****Declaration/Undertaking regarding Holding / Subsidiary Company****(On letter head of holding company)**

Declaration/undertaking is executed at \_\_\_\_\_(place)\_\_\_\_\_ on this the \_\_\_\_\_ day of \_\_\_\_ (month and year)\_\_\_\_\_

We hereby declare, confirm and undertake as follows:

1. That we M/s \_\_\_\_\_ (name of holding co) \_\_\_\_\_ ("Z") \_\_\_\_\_ are a company \_\_\_\_\_ incorporated \_\_\_\_\_ in \_\_\_\_\_ (name \_\_\_\_\_ of country) \_\_\_\_\_ on \_\_\_\_\_ (date) \_\_\_\_\_ & have our Regd. Office at \_\_\_\_\_ (address) \_\_\_\_\_.
2. That M/s \_\_\_\_\_ (foreign entity whose financials/turnover is resorted to) \_\_\_\_\_ ("X") is our wholly owned subsidiary company also incorporated in \_\_\_\_\_ (date) \_\_\_\_\_. That the said M/s \_\_\_\_\_ ("X") \_\_\_\_\_ is engaged in & carrying on advertisement business.
3. That M/s \_\_\_\_\_ (bidder) \_\_\_\_\_ ("Y") \_\_\_\_\_ is wholly Owned/subsidiary/company incorporated in India on \_\_\_\_\_ (date) \_\_\_\_\_ under the companies act, 1956/2013 having its Regd. Office at \_\_\_\_\_ (address) \_\_\_\_\_ and the said company is also engaged in & carrying on advertisement business.
4. That our wholly owned Indian subsidiary company M/s \_\_\_\_\_ ("Y") \_\_\_\_\_ is intending to take part in a tender for advertisement on line \_\_\_\_\_ (name of tender) of DMRC and offer a bid there under, relying on & based on financials of its foreign group holding company and/or of the above said group subsidiary company in order to meet the eligibility criteria for the said tender.
5. We \_\_\_\_\_ ("Z") \_\_\_\_\_ (holding company) and \_\_\_\_\_ ("X") \_\_\_\_\_ (subsidiary company incorporated overseas) hereby confirm and under take that we are fully aware of the implications of the above submission \_\_\_\_\_ by ("Y") \_\_\_\_\_ and give our explicit and unconditional consent and agreement to the same/above and shall willingly submit the required financial statement to our Indian subsidiary for onward submission to

DMRC. We further undertake that all the terms and conditions of the said tender are acceptable to us and shall be binding upon us.

Confirmed above

Signature of bidder

1. Holding company signature

(With stamp)

2. Subsidiary company  
Signature

(With stamp)

**Annexure-12 (B)**

**Details of Bank Account for Refund of tender security/EMD**

**(Applicable if EMD/Tender Security deposited through RTGS/NEFT/IMPS)**

- a) Name of the firm/Bidder:
- b) Complete Address:
- c) Name of bank:
- d) Branch:
- e) Address of the Bank Branch:
- f) Name of Account holder in Bank:
- g) Account Type:
- h) Account Number:
- i) IFS Code of the Bank Branch:
- j) Whether a copy of cancelled cheque of the Bidder/Firm submitted: Yes or No  
(Please tick)

Signature of the Authorised Person  
of the bidder with seal & Date

Note:-

---

- a) *EMD/Tender Security will be refunded through NEFT/RTGS/IMPS/ any other mode of payment, in the name of firm and bank account mentioned in this annexure, which shall be of same firm and account through which EMD/Tender Security has been paid to DMRC.*
- b) *EMD/Tender Security shall be paid in compliance with RFP Clause 2.3.*

On Rs.100/- stamp paper duly notarised

**Undertaking for Responsibility (For Bidders)**

Undertaking for Responsibility (For Bidder)

\_\_\_\_\_ as a bidder for and on behalf of \_\_\_\_\_, (complete name with address) jointly and severally undertake the responsibility in regards to the license agreement with DMRC in respect of Licensing of Bare space:-

1. That, I/we solely undertake that I/we \_\_\_\_\_ (Name of the bidder) shall conduct all transactions/correspondences and any other activity in connection with license agreement pertaining to Bare space at \_\_\_\_\_ metro station with DMRC.
2. That, I/we are solely or severally responsible for all commitments, liabilities/dues etc. to DMRC Ltd. in respect of this allotment of Bare space at \_\_\_\_\_ metro station.

(Bidder to sign on undertaking)

\_\_\_\_\_

**Annexure-14**

Tender Document

**License Agreement**

**Agreement No \_\_\_\_\_ of Year 2020**

**THIS AGREEMENT** entered into at Delhi on this \_\_\_\_ day of \_\_\_\_\_ 2020 between Delhi Metro Rail Corporation Ltd. a company incorporated under the provisions of the Companies Act-1956 having its registered office at Metro Bhawan, Fire Brigade Lane, Barakhamba Road, New Delhi-110001, India, hereinafter referred to as the “**DMRC**” (which expression shall unless repugnant to the context mean and include it's successors and assigns) of the **First Party**.

**AND**

M/s \_\_\_\_\_, having their registered/ corporate office at \_\_\_\_\_, hereinafter called "**Licensee**" through their duly authorized signatory \_\_\_\_\_ (which expression shall unless repugnant to the context or meaning thereof include the successors and assigns) of the **Second party**.

**WHEREAS**

- a) DMRC, with a view to augment its revenues through non-operating revenue, had invited Bids from the interested parties for granting exclusive advertisement rights inside ITO metro station through digital media by installing Video Walls, Touch Panes, LEDs, LCD Screens, etc. through open bidding process. Based on fulfillment of eligibility criteria as laid down in tender document, M/s \_\_\_\_\_ as successful bidder has been selected as licensee for assigning exclusive advertisement rights inside ITO metro station on Line No. - 6, through digital media only on "*as is where is basis*" for a period of 9 years from the date of handing over of the first advertisement space.
- b) The licensee shall perform the obligations and exercise the rights under the Letter of Acceptance (LOA) dated \_\_\_\_\_ including the obligations to enter into the License Agreement, pursuant to the issue and acceptance of the aforesaid LOA.
- c) The above Licensed rights are herein after referred to as Advertisement Spaces, on payment of License Fee to DMRC on the terms and conditions hereinafter contained in this License Agreement.
- d) The Licensee shall design, procure, manufacture, fabricate, install, commission, manage, operate, maintain, market and sell advertising spaces/opportunities/rights inside ITO metro station, through digital media only as specified in this Agreement at its own cost. Advertisement spaces for installation of Video Walls, Touch Walls, LEDs, LCD Screens, etc shall be identified by the Licensee and got approved from DMRC before commissioning.

**NOW THEREFORE THIS AGREEMENT WITNESSETH AND IT IS HEREBY AGREED BY AND BETWEEN THE PARTIES HERETO AS FOLLOWS:**

- A. The following documents shall be deemed to form an integral part of and be read and construed as part of this agreement, namely:
  - 1.1 Letter of Acceptance no. \_\_\_\_\_ dated \_\_\_\_/\_\_\_\_/2020.
  - 1.2 Tender Document, its Addendums & Corrigendum, if any.
  - 1.3 Any other document issued by/of DMRC forming part of the Bidding Process.
- B The Licensee hereby covenants as follows: -
  - 1 Licensee hereby assumes responsibility for exclusive advertisement rights inside ITO metro station through digital media by installing Video Walls, Touch panels, LEDs, LCD Screens, etc. Licensee shall be responsible for design, procure, manufacture, fabricate, install, commission, manage, operate, maintain, market and sell advertising spaces/opportunities inside station as specified in this Agreement at its own cost. All the advertising sites and formats proposed by the Licensee are subject to prior approval by DMRC with regard to operational feasibility, aesthetics, and safety and security concerns. Licensee shall provide 10 sqm, free of cost to DMRC, customized (in number



and dimension, as per DMRC need) digital media for DMRC's operational requirement. This media shall be maintained (hardware and software, as per DMRC requirement) by the licensee during the currency of the contract. The main purpose of this media shall be to provide information to DMRC commuters at TOM/CCC & and any other location inside ITO station.

- 2 Licensee irrevocably agrees to make all payments including License Fee as per this Agreement as and when due, without delay or demur and without waiting for any formal advice from DMRC, in this regard.
- 3 The Licensee confirms having examined the potential locations inside ITO metro station in detail and fully understands and comprehends the technical requirements of the advertisement insert/media. The Licensee also confirms full satisfaction as to the business viability of licensing the advertisement spaces inside ITO metro station through digital media only and hereby voluntarily and unequivocally agrees not to seek any claim, damages, compensation or any other consideration, whatsoever on this account. Licensee also confirms having made independent assessment of present and future market potential and no future claim whatsoever regarding change in market circumstances shall be used by it as an alibi or excuse for non-payment of License Fee and other amounts due to DMRC under this License Agreement.
- 4 That DMRC and LICENSEE represent and warrant that they are empowered, authorized and legally able to enter into this agreement.

In Witness whereof the parties hereto have caused this agreement to be signed in their respective hands as of the day and year first before written.

....../...../2020

....../...../ 2020

(.....)

FOR AND ON BEHALF OF DELHI  
METRO RAIL CORPORATION LIMITED

**Authorized Signatory.**

FOR AND ON BEHALF OF LICENSEE

**IN WITNESS** WHEREOF the LICENSEE and the DMRC have set their hands hereunto on the day, month and year first written above in the presence of the following witnesses

-----  
DMRC

-----  
LICENSEE

## Chapter: 2

### Definitions

- a) **“Advertisements”** or **“Advertising”** means display of any advertisement material including pictures, printed material, electric/ electronic media, smart posters, holographic images, visual display or any other innovative advertising media, etc., which are not objectionable or prohibited under various statutes, codes, policies, etc., as applicable.
- b) **“Agreement”** means this License Agreement executed between DMRC and Selected Bidder.
- c) **“Applicable Laws”** means all laws, brought into force and effect by Government of India, State Governments, local bodies and statutory agencies and rules/regulations/notifications issued by them from time to time and applicable to this License Agreement. It also include judgments, decrees, injunctions, writs and orders of any court or judicial authority as may be in force and effected from time to time.
- d) **“Commencement Date”** means the date of handing over of sites as per annexure-1 for advertisement.
- e) **“License”** means the Advertising Rights granted by DMRC to the Selected Bidder for exclusive advertisements inside ITO metro station through digital media only under terms and conditions of this Agreement.
- f) **“Licensee”** means the Selected/successful Bidder, who has executed the License Agreement with DMRC pursuant to the conclusion of the bidding process.
- g) **“License Fee”** means the amount payable by the Licensee to DMRC for advertisement space as per Terms and Conditions of the License Agreement.
- h) **“DMRC”** means Delhi Metro Rail Corporation Limited.
- i) **“Interest Free Security Deposit/Performance Security”** means interest free amount to be deposited by Licensee with DMRC, equal to 6 months License Fee for minimum area of 50 sqm as per terms and conditions of License Agreement as a security against performance of License agreement.
- j) **“License Period”** means a period of 9 years starting from the “Commencement Date”.
- k) **“Places available for advertisement”** or **“Advertising Spaces”** means inside ITO metro station through digital media only where advertisement is displayed by Licensee in pursuance with this Agreement.
- l) **“Selected Bidder”** means the Bidder who has been selected by DMRC, pursuant to the bidding process for award of License.

## Chapter: 3

### **Objective and Scope of Exclusive Advertisement Rights inside ITO metro station**

#### **3.1 Objectives of License Agreement:** Objectives of License Agreement are set herewith:

- a) Contribute to the aesthetical view of the Delhi Metro through high quality advertising comparable to world class Airports & Metros Railways and other leading destinations.
- b) To augment non-operational revenue of DMRC through advertisements.
- c) Position Delhi Metro as a most sought after location for advertising.
- d) Provide value to the Corporate who advertises in Delhi Metro.
- e) To promote Delhi Metro as the gateway to Delhi Tourism by highlighting Delhi and NCR heritage and cultural beauty.

#### **3.2 Scope of Exclusive Advertisement Rights**

This tender is intended to create & exploit the capabilities of digital media only. The selected Bidder shall have exclusive rights to design, procure/manufacture, install, manage, operate, maintain, market and sell advertising opportunities by digital media at ITO station subject to the terms and conditions specified in the License Agreement. Licensee shall be responsible for the following activities:-

- a) The list of total pre-fabricated inventory is available at Annexure-1 (including additional area exceeding 50 sqm which is applicable and handed over on pro rata basis of License Fee).
- b) The advertiser shall provide and install the advertisement panels as per their requirement, subsequent to the prior approval of DMRC in writing, as stipulated.
- c) Licensee shall be submitting a list of proposed inventory (consisting of minimum area offered of 50 sqm along with any additional area that the licensee wishes to utilize during the tenure of the contract) with locations within 75 days of handing over of the station.

Notwithstanding proposed inventory as mentioned above, licensee may apply for any additional inventory in addition to proposed inventory as per their requirement as per terms & conditions of the contract agreement during the tenure of the contract. The License fee for the additional area shall be charged on pro-rata basis at the current rate of License fee as applicable.

Prefabricated inventory is available at the station, which is listed at Annexure-1. Licensee may utilize this space for digital advertisement. However, if licensee is not able to utilize any / all of this entire prefabricated inventory for digital advertisement, licensee will provide DMRC message(s) on vacant panels through static advertisement (by use of flex or any other suitable display), for which write up shall be provided by DMRC. However, advertiser shall be permitted to mention their contact details on such message/s. However, if the licensee fails to update the unutilized prefabricated inventory within 90 days of providing DMRC messages, DMRC may provide the same & recover the cost from the licensee.

At no stage, any prefabricated advertisement panels shall be left unattended & shall be maintained / updated by the Licensee. And, for the intervening time, when licensee is not fully utilizing the same, it shall not bear a barren, deserted & shabby look; and presents a pleasant & aesthetic view of the station.

Subsequent to completion of the license period, all the infrastructure provided by the licensee for advertisement & operational requirement shall become property of DMRC.

- d) Designing of all advertising units/structures to complement station architecture for advertising sites.
- e) Procurement, fabrication, installation & erection of advertising units. Advertisement inventory shall include spaces inside selected metro station only and no advertisement shall be allowed on outer side of the metro station.
- f) Appoint an architect to interact with nodal DMRC representative to bring clarity in understanding of spaces, to coordinate and implement decisions taken.
- g) Operate, manage and maintain the entire advertisement plans.
- h) Management of sales & marketing of the advertising within station including providing adequate professionally trained manpower.
- i) Design of themes depicting Delhi culture and its natural beauty and Delhi tourism for display at the advertising sites as per the tender conditions.
- j) Promote DMRC amongst India's top three Destination Brands for Advertising.
- k) Obtain all approvals, permits, etc. from all competent authorities including different tiers of government, statutory, local, Civic Authorities, etc. at their own cost.
- l) Comply with all statutory requirements in connection with License Agreement.
- m) Ensure regular and timely payments of all amounts due to DMRC and discharge all obligations as per License Agreement.
- n) All taxes including Municipal/Advertisement Taxes, fees, cesses, levies that may be payable by the Licensee under the Applicable Law to the Government or any of its agencies.
- o) At present, DMRC is not liable to share its revenue generated from advertisements inside DMRC Metro stations with local bodies including MCD, etc. However, if DMRC becomes liable to share revenue with local bodies from advertisements Inside Selected Metro Stations in future, then DMRC shall deposit the due share to local bodies out of its own funds. Licensee shall not be liable to part with any additional amount on this account.

**3.3 Station Available for Exclusive Advertisement Rights:** 50 Sqm of minimum chargeable advertisement area for digital advertisement at ITO metro station is proposed to be given for exclusive advertisement rights through digital media only. Total minimum chargeable advertisement area at the station is 50 sqm to be provided on as is where is basis. Licensee shall have exclusive advertisement rights immediately after issue of LOA and the advertisement spaces shall be handed over within 10 days of making the payment of Interest free Security deposit/ Performance Security as per the LOA. If required, licensee can also use pre-fabricated panels for digital advertisement after prior approval from DMRC.

**Exception to Exclusivity:**

- (i) DMRC has provided contract for operation, regular cleaning & maintenance of toilet blocks with continuous serviceability round the clock and also for cycle stands along with advertisement rights (for area not exceeding 15 Sqm at each facility/ metro station) on the toilet blocks/ cycle stand to the contractor.

- (ii) DMRC has provided contracts for water ATMs where in water is made available to commuters along with advertisement rights (for area not exceeding 02 Sqm) on the water ATMs.
- (iii) DMRC provides contract for providing dual display digital media signage / DMRC messages at ticket counters (TOM, CCC, TVM, etc.) through LED, video wall, etc., wherein advertisement rights shall be provided to the contractor on this digital media on time sharing basis, whereby contractor would get time slot for advertisement on these digital media along with display of DMRC signage, information, messages, etc. These digital media would be licensed for an area not exceeding 10 Sqm at inside each metro station. And, successful bidder for the advertisement rights inside selected stations metro stations will also be eligible to bid with contract for DDIS.
- (iv) DMRC may nominate some of the locations / stations of DMRC network for providing Art / Exhibition / event corner, wherein DMRC would be utilizing a defined location at the station for displaying exhibits, artwork, etc, without any commercial consideration to the licensee.
- (v) DMRC may install / create any new inventory, panels, etc. for its partners, etc. without any commercial exploitation from the same which may be for displaying artwork/ exhibition corner, other exhibits without any commercial consideration to the Licensee.
- (vi) The licensee shall not be provided rights for advertising through wi-fi, mobile/radio signals on advertisement media not installed / owned by them, viz, mobile, tablet, etc. of commuters', DMRC staff, etc.
- (vii) DMRC has provided/intends to provide spaces inside metro stations for display of Art work, handicrafts portraits, promotion of Heritage, Art & Culture, etc. The licensee shall be at liberty to identify other available spaces at these stations after excluding the spaces identified for display of these activities.
- (viii) **Co-branding Rights** - DMRC may provide Co-Branding Rights at selected stations wherein the selected licensee would be allowed to prefix/ suffix, as applicable the brand name of approved brand with the existing name of the station, along with up to 10 Sqm of branding space (both inside as well outside) on civil structure of the station which are earmarked for Co-branding wherein indoor / outdoor advertisement rights are kept with the Co-branding licensee.
- (ix) DMRC has provided/intends to provide spaces inside metro stations for display of handicrafts portraits, promotion of Heritage, Art & Culture, etc. The licensee shall be at liberty to identify other available spaces at these stations after excluding the space for display of these activities.
- (x) DMRC shall normally not interfere with the approved/installed advertisement display of the licensee.

### 3.4 Additional Area:

If the licensee is desirous of taking up additional area i.e. at ITO metro station and revising the already approved advertisement plan at the said/ same location/site, the

Licensee shall submit advertisement plan of the additional area for approval of DMRC once in a quarter only and in multiples of 10 sqm only. If such additional area is taken up during the currency of the license agreement, it shall be charged from the date of handing over of such additional area. Additional area shall be charged on pro-rata basis irrespective of the fact that it is utilized or not.

### **3.5 Surrender of Additional Area:**

If the Licensee is desirous of surrendering advertisement area over and above minimum chargeable area of 50 sqm, the licensee shall submit the plan for withdrawal of advertisement area. Such plans of surrendering advertisement area at any location/site shall be submitted at a frequency not more than once in a quarter and in one lot of minimum variation of 10 sqm of display area per quarter. The License fees for the reduced area shall be calculated from the actual date of removal of such advertisement media. Reduction in license fee shall be done consequent to certification from Station Manager or his authorized representative to the above effect.

- 3.6 DMRC reserves its right to withdraw any site listed in Annexure 1. However, DMRC shall exercise the option of withdrawal of advertisement site sparingly and after due consultation with the Licensee. The Licensee hereby voluntarily and unequivocally agrees not to seek any claim, damages, compensation or any other consideration, whatsoever on this account. The Licensee shall vacate such site within a period of 30 days from such intimation. Additional advertisement sites at ITO metro station, if any, other than those listed in Annexure-1 may also be handed over to the licensee for exclusive digital advertisement rights, however, DMRC's decision in this regard shall be final and binding. The tenure of additional advertisement sites shall be co-terminus with this license agreement.

## **Chapter: 4**

### **Disclaimer**

- 4.1 The Licensee acknowledges that prior to execution of this Agreement, it has extensively studied and analysed and satisfied itself about all the requirement of this License Agreement including but not limited to market and market conditions.
- 4.2 The Licensee acknowledges that prior to execution of this Agreement, it has carefully assessed business prospects from advertisements outside stations and that it will be fully responsible for all its assessment in this regard.
- 4.3 The Licensee confirms having seen/visited/assessed the potential locations inside ITO metro station and fully understands and comprehends the technical, financial, commercial and investment requirements.
- 4.4 The Licensee also confirms that it has fully analyzed to its fullest satisfaction, business viability of the License and hereby voluntarily and unequivocally agrees not to seek any claim, damages, compensation or any other consideration, whatsoever on this account.

## **Chapter: 5**

### **Tenure of License**

#### **5. Tenure of License**

- 5.1 Exclusive Advertisement Rights shall be for a period of nine (9) years starting from the date of handing over of first space/site. The tenure of License for sites handed over subsequently shall be co-terminus with the sites handed over initially.
- 5.2 There shall be a lock in period of 2 (two) years from the date of commencement of the license agreement.
- 5.3 Partial surrender of license agreement/ license space by licensee shall not be allowed.
- 5.4 There shall be a fitment period of 75 days in this tender and the fitment period shall be applicable from the date of handing over space by DMRC.



## Chapter: 6

### License Fee

#### 6.0 License Fee

- 6.1 The above advertisement area shall be licensed to Licensee at the initial rate of License fee of **Rs \_\_\_\_\_/-per sqm/month.**
- 6.2 The Advance Quarterly License fee, payable, as per the above rate shall be Rs \_\_\_\_\_/- for minimum 50sq mts of Licensed space (Rupees\_\_\_\_\_only).The applicable GST & other state/central taxes, if any, shall also be payable extra as applicable from time to time along with the license fees. The present rate of GST is 18%. Any further revision in rates of GST will also be applicable.
- 6.3 The Licensee fee shall be paid to DMRC in advance on Quarterly basis i.e. the Licensee fee for the subsequent Quarters will be payable in advance by the last working day of the previous running quarter.
- 6.4 Mode of Payment  
The License shall preferably make the payment of the above License fee & other dues to DMRC by E Mode i.e. RTGS/NEFT for credit of the designated account of DMRC Ltd. after obtaining prior approval and complying with the laid down procedures of DMRC Ltd. The details of such payments made will be immediately submitted to DMRC Ltd. in the prescribed format. Payment of License fee/other dues can also be made by DD/PO in favor of DMRC Ltd., drawn on a scheduled commercial Bank in India and payable at a branch in Delhi/ New Delhi.
- 6.5 The first payment of advance quarterly Licensee fee shall be paid within 75 days of the issue of LOA dated\_\_ / \_\_/2020 for Minimum 50sqmtrs as detailed in the LOA.
- 6.6 Advertisement spaces shall be handed over for advertisements within 10 days from the date of receipt of full payment as stipulated in Letter of Acceptance on as is where basis is. The License Fee shall immediately commence after 75 days (a 75 days rent free fitment period shall be allowed for preparation of the sites) from the date of handing over of first site/space. The Licensee shall be charged for a minimum area of 50sqm, or actual area whichever is higher irrespective of fact whether it is fully commercially exploited/utilized or not.
- 6.7 All advertisements are subject to full compliance to technical Parameters of prevailing guidelines, applicable policy, statutes, codes, applicable laws, etc. The licensee can utilise any format of advertisement including and not limited to, visual display by electronic media like Video Walls, Touch Panels, LED, LCD Screens (without any audio) and any other innovative digital advertisement media, digital display (without any audio), etc. Minimum area for which license fee shall be charged is 50 sqm. If at any point of time actual area utilized is more than 50 sqm then actual area shall be charged on pro-rata basis at the rate of license fee currently applicable at that point of time.
- 6.8 The License fee for licensed space shall commence from 76<sup>th</sup> day from date of handing over of the spaces by DMRC and shall be charged till the termination/ completion of agreement. The Licensee shall complete his development/ refurbishment/modification or new locations, etc., in all respects, within this specified fitment period of 75 days as the

License fee shall be applicable from 76<sup>th</sup> day of handing over. No extension of fitment period shall be considered.

- 6.9 Licensee shall prepare the plan for approval of DMRC. DMRC shall consider the approval in accordance with procedure given in Chapter 9 of this agreement.
- 6.10 The area to be charged shall be actual display area, exclusive of any border or width of framework.
- 6.11 The Licensee agrees voluntarily and unequivocally to make timely payments to DMRC as and when due, without waiting for any formal advice from DMRC. The License Fees shall be payable in advance on quarterly basis by the last date of previous quarter. The conciliation of license fee and other dues shall be carried out half-yearly/yearly basis. Based on such conciliation of accounts, the adjustment of license fee payable to DMRC shall be carried out along with payment of next quarter's License Fees.
- 6.12 **Non-payment of License fees and other dues.**
  1. Non-payment of License Fee and other dues within the prescribed date shall constitute Material Breach of Contract and Licensee Event of Default under this Agreement and shall entitle DMRC to terminate the License Agreement as per provisions stipulated in Chapter-15 of the Agreement. Besides, the Licensee shall pay an interest of 18 (Eighteen) percent per annum on the outstanding amounts of License Fee and other dues which remained unpaid after the due date and falling in arrears. Interest shall be charged for the actual delay in number of day/s of delay in payment. Interest shall continue to accrue on compounding monthly basis until the License Fee and other dues are finally paid.
  2. Licensee shall periodically advise the details of payment deposited with DMRC. In the case of non-submission of such details, initially Third party dues i.e. statutory dues/liabilities shall be settled (mandatory liabilities of DMRC) then others dues/liabilities like electricity, OMC, etc., and lastly License fee shall be accounted for.
  3. The Licensee agrees voluntarily and unequivocally to make timely payments as and when due without waiting for any formal advice/invoice from DMRC.
  4. In case payment is not made by due date, a 15 day's notice to cure the Licensee's Event of Default shall be issued. In the event of Licensee failing to cure the Default, DMRC shall be entitled to terminate the License Agreement by given 30 days notice and DMRC shall be free to forfeit Interest Free Performance Guarantee/Security Deposit after adjustment of any dues payable by the licensee to DMRC and take such other action available to it under this Agreement and as per Law.
    - a) Any representation or any request by the Licensee in this regard shall only be entertained if the Licensee deposits 100% dues as per invoice/demand within 15 days of issue of Licensee Event of Default Notice along with a written request in this regard.
    - b) The Licensee shall vacate the premises within 30 days of termination of the License Agreement. A certificate from the concerned Station Manager/ DMRC official or its authorized representative in proof of Licensee having vacated the site will be submitted by the Licensee. Any claim of vacation/ non-vacation without the endorsement of Station Managers/DMRC official or its authorized representative shall not be entertained.
    - c) Interest Free Performance Guarantee/Security Deposit after adjustment of outstanding dues, if any, shall be forfeited on termination of contract pre-maturely due to any reason.

- 6.13 In no case, payments shall be allowed to remain outstanding for a period of more than 60 days. At any stage, the dues remain outstanding for the period of more than 60 days, the License agreement will stand automatically terminated without giving any notice to the Licensee and Interest Free Performance Guarantee/Security Deposit shall stand forfeited as per the provision of contract.
- 6.14 **The license fees shall be escalated by 20% on compounding basis after completion of every 3 years of the license period. The first 20% escalation shall be applicable w. e. f. \_\_\_\_-\_\_\_\_.2023 or on completion of 3 (three) years whichever is earlier.**

## Chapter-7

### **Interest Free Performance Guarantee / Security Deposit**

#### **7.0 Interest Free Performance Guarantee / Security Deposit**

- 7.1 The Licensee shall deposit Interest Free Performance Guarantee/Security Deposit to DMRC in advance equivalent to 6 (Six) months License Fees for minimum area of 50 Sqm as detailed in the LOA dated \_\_/\_\_/2020.
- 7.2 The interest free Security Deposit/Performance Guarantee shall be accepted in the form:-
- a) Bank Draft in favour of "DMRC Ltd." payable at New Delhi from a Scheduled Commercial Bank based in India, or
  - b) Irrevocable Bank Guarantee in the prescribed format (Annexure-2 of DLA) issued by the State Bank of India or any other Nationalized Bank or any other Scheduled Commercial Banks, acceptable to DMRC from/payable at branches of the said bank located in Delhi. The Bank Guarantee shall be valid for at least three years and shall be extended and renewed further for at least three years on rolling basis well before expiry of earlier Bank Guarantee, failing which, the previous Bank Guarantee shall be invoked/en-cashed by DMRC without any prior intimation to the licensee. For the last year of license period, the Licensee shall submit the Bank Guarantee valid for remaining license period plus six months and shall renew it further, if required, till the final settlement of all accounts is carried out, failing which, the Bank Guarantee of the Licensee shall be invoked &en-cashed by DMRC without any prior notice to the Licensee.
  - c) The Bank Guarantee issuing bank as defined in clause no. 7.2(b) above must be on the Structured Financial Messaging System (SFMS) platform. A separate advice of the Bank Guarantee will be invariably be sent by issuing bank to the DMRC's bank through SFMS and only after this, the Bank Guarantee will become operative and acceptable to DMRC. Accordingly, it is Licensee's responsibility to advise DMRC's bank particulars at present, in this regard as detailed below to Bank Guarantee issuing bank and ensure the forwarding of advice of said Bank Guarantee through SFMS to DMRC's designated bank:  
**ICICI Bank Limited**, 9A, Phelps Building, Connaught Place, New Delhi –  
110001,IFSC Code: ICIC0000007
  - d) Interest free Security Deposit/Performance Security shall remain constant for an increase in area upto 10%. For increase in area more than 10%, Interest free Security Deposit/Performance Security shall be increased on pro-rata basis.
- 7.3 In case of a joint venture, the Interest Free Performance Guarantee/security Deposit shall be submitted in the name of the JV. However, splitting of the Interest Free Performance Guarantee/Security Deposit (while ensuring the Interest Free Security Deposit/Performance Security is in the name of JV) and its submission by different members of the JV for an amount proportionate to their participation ratio) is also acceptable.
- 7.4 Interest Free Performance Guarantee/security Deposit shall be refunded after the completion of full term of the License period i.e. 9 years from commencement date of License Agreement or in case of surrender by licensee or by giving 180 days advance notice after successful completion of lock-in period i.e. 2 years from commencement date of License Agreement subject to the provision of clause 15.2,15.3& 15.4 of this agreement.

Interest Free Performance Guarantee/Security Deposit will be forfeited after adjustment of dues, if any, payable by the licensee to DMRC after termination of agreement on account of Material Breach of Contract, Licensee's Event Of Default or non-payment of dues by due date. In such cases, DMRC reserves the right to recover balance outstanding amount, after adjusting the dues from forfeited Interest Free Security Deposit/Performance Security and advance License fee, if any. However, no part of the forfeited Interest Free Performance Guarantee/Security Deposit shall be refunded in any circumstances.

- 7.5 DMRC reserves the right for deduction of DMRC dues from Licensee's Interest Free Performance Guarantee/Security Deposit for: -
- a) Any amount imposed as a fine by DMRC for irregularities committed by the Licensee.
  - b) Any amount which DMRC becomes liable to the Government/third party due to any default of the Licensee or any of his director/ employees/ representatives/servant/ agent, etc.
  - c) Any payment/fine made under the Order/Judgment of any Court/Consumer Forum or Law Enforcing Agency or any person duly empowered in his behalf.
  - d) Any outstanding payment/claims of DMRC remained due after completion of relevant actions as per agreement.
- 7.6 Once the amount under Clause 7.5 is debited, the Licensee shall replenish the Interest Free Performance Guarantee/security Deposit to the extent the amount is debited within 15 days period, failing which, it shall be treated as Licensee Event of Default and DMRC has right to terminate the license agreement and forfeit the IFSD.
- 7.7 Minimum 25% {minimum amount payable by DD/PO is Rs. 10,00,000/- (ten lacs)} of interest free Security Deposit shall be accepted in the form of Demand Draft/Pay Order favoring DMRC Ltd and remaining or 75% of Interest Free Security Deposit shall be paid in the form of Bank Guarantee (BG) favoring DMRC Ltd. Security Deposit up to Rs. 10 lacs shall be payable in the form of DD/PO only.
- 7.8 The interest free security deposit shall be escalated by 20% on compounding basis after every 3 years of the license period. The first 20% escalation shall be applicable w. e. f. \_\_\_\_\_.2023 or 3 years, whichever, is earlier.**

## Chapter-8

### **Taxes and Other Statutory Dues**

#### **8. TAXES AND OTHER STATUTORY DUES**

- a) All other statutory taxes, statutory dues, local levies, GST, etc. as applicable shall be charged extra and shall be remitted along with the License Fee for onward remittance to the Government. The Selected Bidder indemnifies DMRC from any claims that may arise from the statutory authorities in connection with this License.
- b) Payment of stamp duty for execution of license agreement shall be borne by Selected Bidder.
- c) Taxes/Municipal Taxes, if any, shall be solely borne by Selected Bidder.
- d) The Selected Bidder will not ask for any claim or compensation from DMRC if advertisements are not permitted due to local laws/civil authorities. The maintenance of all advertisement inserts will be borne by Selected Bidder.

## Chapter: 9

### **Regulation for Utilization of Advertisement Spaces**

#### **9.0 Creativity and New Media**

9.1 Licensee shall be at liberty to choose the digital media and introduce any format, its design, type and carry out innovation and creativity to add value for maximization of revenues, subject to the scope of advertisement spaces specified in Chapter-3 of the License Agreement. Licensee may utilize state of art technology prevalent anywhere globally.

#### **9.2 Approval of Plan:-**

Licensee shall submit advertising plan for each location/site indicating type of media and its format, location of advertisement spaces, etc. with compliance to existing guidelines or any other applicable policy, statutes, codes, applicable laws. However, Licensee is solely responsible for the compliance of applicable laws and adherence of them is to the submitted to DMRC. All the advertising sites proposed by the Licensee in the plan shall be subject to approval by DMRC with regard to:-

- a) Operational feasibility,
- b) Aesthetics,
- c) Safety & security concerns.

9.3 In this regard, a committee comprising of DMRC officials shall be formed for granting approval. The committee shall communicate its decision in writing within seven working days from the date of submission of proposals. If DMRC does not send any communication within seven working days of its receipt in PB wing, the proposal for approval of advertisement plan shall be deemed to be approved by DMRC.

9.4 If the plan does not conform to the requirement as mentioned above, DMRC may reject the plans/proposals, duly specifying the reason(s) thereof. Licensee shall resubmit their plan/proposal after such modification and conforming to the requirement of DMRC for approval. Licensee shall display advertisements only at the spaces approved in the above said plan.

9.5 If any approval is required to be taken from any local authority for display of the advertisement, the same is the sole responsibility of the Licensee. DMRC may assist in submission of application on written request from the Licensee.

9.6 The Licensee shall submit details along with contact numbers of his authorized representative(s) who shall be available at the Metro Station at a short notice for inspection of advertisement spaces including measurement of area. In the absence of licensee's representative, inspection shall be done by DMRC official(s) and it shall be final and binding to the Licensee. If during inspection, the area of advertisement space is found to be at unapproved location or more than the approved area, it shall be treated as unauthorized occupancy. The license fee of such unauthorized occupancy shall be charged at double the rate of that rate media from the first day of that quarter or from

the date of previous inspection in which the space was found as per approved plan, whichever is later and shall be charged till a vacation certificate of that unauthorized

occupancy from the concerned Station Manager or his authorized representative is submitted to DMRC or the unauthorized space is approved from the DMRC, whichever is later.



## Chapter: 10

### Factors Governing Selection of Permissible Advertisements

#### 10.0 Factors Governing Selection of Permissible Advertisements

10.1 The Licensee shall take into account the following aspects while selecting advertisements and abide by all the instruction of the authorized DMRC representative on the same:

- a) The advertiser is prohibited from carrying information or graphic or other items relating to alcohol and tobacco products.
- b) The advertiser will have no objectionable and indecent portrays of people, products or any terms.
- c) The use of DMRC name, logo or title without prior written permission is strictly prohibited. No co-branding with the Licensor is allowed without prior permission.
- d) No Surrogate advertisement is permitted unless application for placement of the same is accompanied by "no objection certificate" from the Ministry of Information and Broadcasting.
- e) Advertisements pertaining to achievements of different Governments, their Departments, Ministries, Government Undertakings, other Authorities or Political Parties shall be permitted. However, no advertisement of any political party, person violating "Model Code of Conduct" shall be allowed during the period, whereby, "Model Code of Conduct" has been enforced by Election Commission. Further, no advertisement which violates "Model Code of Conduct" shall be permitted during the period whereby "Model Code of Conduct" have been enforced by Election Commission. **It should be ensured that all political parties and candidates get equitable opportunities to have access to such advertisement spaces for election related advertisement during election period and such spaces should not be dominated / monopolized by any particular party(ies) or candidate(s). Fair and equal opportunity has to be given to all parties / candidates.**
- f) Station naming and Co-branding shall not be allowed.
- g) **Any type audio advertisement including from/in digital media shall not be allowed.**
- h) **No political advertisement shall be displayed /pasted at the space provided on lease for commercial advertisement during the period of Modal code of conduct. If there is any political advertisement in the provided space, the same shall be removed immediately on enforcement of the Modal code of Conduct.**
- i) All advertisement/creative must be approved by DMRC before display in metro premises.
- j) **Negative list of Advertisements:** the licensee shall take into account that the following types of advertisements are strictly prohibited:
  - I. Nudity
  - II. Racial advertisements or advertisements propagating caste, community or ethnic differences.
  - III. Advertisements of drugs, alcohol, cigarette, or tobacco items.
  - IV. Advertisement propagating exploitation of women or child.
  - V. Advertisements having sexual overtone.
  - VI. Advertisements depicting cruelty to animals.
  - VII. Advertisements depicting any nation or institution in poor light.
  - VIII. Advertisements banned by the Advertising Council of India or by Law.
  - IX. Advertisements glorifying violence.
  - X. Advertisements of destructive devices and explosives depicting items, weapons and related items.
  - XI. Lottery tickets, sweepstakes entries and slot machines related advertisements.
  - XII. Advertisements which may be obscene or contain pornography or contain an "indecent representation of women".
  - XIII. Advertisements which may be defamatory, trade libelous, unlawfully threatening or unlawfully harassing.

## Chapter: 11

### **Minimum Material Specifications**

#### **11.0 Minimum Material Specifications**

- 11.1 Licensee shall provide digital advertisement media conforming to international standards of high quality advertising comparable to Airports and Metro of leading nations. Advertisement provided by Licensee shall be conforming to the following minimum specifications or its equivalent:
- a) Frame work –SS 304
  - b) Backing sheet of G.I.
  - c) Internal cables of Fire Retardant Low Smoke type (FRLS) for Elevated as specified in Electrical Procedure Order.
  - d) TL tubes for back lighting/illumination with electronic ballast at piers. However, all advertisements in Big formats on Via Duct, FOB , Gantry , Civil Structures etc are to be front lit.
  - e) Advertisement media having backlighting has to be covered with Polycarbonate sheet cover of GE make or equivalent at piers.
  - f) Advertising media to be made from Fire Retardant, Low Smoke & Zero Halogen material.
  - g) In order to have energy conservation, LED or any other energy saving devices confirming to BEE standards should be used at the advertisement sites. For existing sites, the conservation of energy saving devices may also be carried out.
- 11.2 The advertising media should be of fire retardant, low smoke and comply with all Indian and International Standards.
- 11.3 Licensee may utilize existing prefabricated panels detailed in annexure-1 for the purpose of digital advertisement, after due refurbishment and due compliance of above specifications and all existing guidelines.

## Chapter: 12

### **Electrical Specifications and Procedure for Release of Electric Power Supply**

#### **12.0 Electrical Specifications**

- 12.1 Electricity supply will be provided as per terms and conditions indicated in Annexure - 3. The Licensee shall bear the amount of all the bills/costs for the electricity that may be consumed due to the operation of the advertisement panels /spaces allotted under this agreement. Licensee shall use energy efficient equipment. Advertiser shall follow the I.E. Rules, Acts for safety of equipment, public & Staff.
- 12.2 Rate of electricity chargeable from Licensee shall be at the rate at which Electricity Company / Distribution Company /Agency would levy on such a customer, had he obtained supply directly from Electricity Company / Distribution Company /Agency. DERC policy and Electricity Act (as amended from time to time) shall be applicable.
- 12.3 Advertising Equipment: All fittings/ erections including electrical cabling, calibration and installation of Pre-Paid Energy Meters, electrical MDI/TOD, etc. are to be installed as per DMRC's specifications.
- 12.4 DMRC may provide electricity at the point nearest to the required location on payment of required charges as specified in Annexure-3. The Licensee may also undertake electrical works for extension of power from nominated source under DMRC supervision and complying all codal provisions & DMRC specifications. The Licensee shall follow the provisions stipulated in "Rules and Guidelines for Release of Electric Power" (Annexure-3) as amended from time to time.
- 12.5 The licensee shall make provision for TOD energy meter as per extend DERC guidelines.
- 12.6 Licensee shall pay a refundable electrical security deposit of Rs.4,500/- per KVA for sanction of electrical load as per requirement.
- 12.7 An non-refundable one time electrical supervision charges of Rs.10,000/- per energy meter + GST (as applicable) would also be paid to DMRC by the licensee.

## Chapter: 13

### **Maintenance of Advertisement Spaces**

#### **13 Maintenance of Advertisement Spaces**

- 13.1 Licensee shall keep and maintain the advertisement media/panel in neat and clean condition and in safe & sound manner during currency of the contract. Maintenance will be carried out by licensee at its own cost. Any defective, weak or corroded media should be replaced immediately with new proper media/panel after due certification from reputed agency. In case of any incident/injury caused by advertisement media due to error/omission attributable on the part of Licensee, the Licensee shall be responsible for all compensation.
- 13.2 Licensee shall ensure that Licensee and its employees or other persons involved in the execution of the work does not in any way impinge on the safety and security of metro operations, safety & convenience of commuter, safety of metro properties and its assets. In case of serious accident caused due to negligence of the Licensee, resulting in injury, death to commuters or DMRC employees or loss to DMRC property, it shall constitute Material Breach of Contract and considered Licensees Event of Default that shall entitle DMRC to terminate the License Agreement with 30 days written notice.
- 13.3 Access to station for the purpose of placement of advertisements shall be regulated by the office of the General Manager/Property Business and the Licensee is required to take necessary permissions in this regard from the office of General Manager/Property Business as per extant policy of DMRC. It is clarified that the permission to the Licensee shall not be unduly denied.
- 13.4 Regular joint inspection will be conducted by DMRC officials and Licensee. Discrepancy noticed or instructions issued by DMRC shall be rectified/complied with by the Licensee within a period of 7 days, failing which, DMRC reserves the right to impose fine up to Rs.5,000/- per instance of violation per week. Deliberate or willful non-compliance of instructions for a period of 90 days shall constitute Material breach and Licensee Event of Default, which shall entitle DMRC to invoke &en-cash Performance Guarantee in part or full and or terminate the License Agreement after giving 30days notice to the Licensee.
- 13.5 Such termination of the License Agreement and forfeiture of the interest free Performance Guarantee/ Security Deposit by DMRC as per the provision of this contract shall be without prejudice to any other damages, rights or remedies applicable under law in its favour.

- 13.6 Further, DMRC can impose the fine on Licensee up to Rs.5,000/- per instance per offence on the following offenses:

a)	Any staff of Licensee found in drunken condition/indulging in bad conduct.
b)	Any staff of the Licensee found creating nuisance on duty.
c)	Improper maintenance & defacement of the Metro Property.
d)	Dishonor of Cheques and Drafts submitted by Licensee to DMRC. Cheque will be accepted only in emergent conditions and with the approval of DMRC official not below the rank of HOD.
e)	Misbehavior with staff and commuters of DMRC.
f)	Not following safety and security norms as may be indicated by authorized representative of DMRC.
g)	Utilizing advertisements at locations other than that approved by DMRC.
h)	Non submission of monthly statement of approved plan and actual utilized area of advertisement at station.

- 13.7 The amount of penalty shall become double the specified amount after three years from the date of commencement of License Agreement.
- 13.8 The option to impose fine, penalty, etc. under this License Agreement shall be exercised by DMRC official not below the rank of Dy.HOD.

## Chapter: 14

### Force Majeure

#### 14 Force Majeure

14.1 In case of Force Majeure Events neither DMRC nor Licensee shall be liable for any inability to fulfill their commitments and obligations hereunder occasioned in whole or in part. Any of the following events resulting in total block up of business/adverse material effect from the licensed space shall constitute Force Majeure Event:

- a) Earthquake, Flood, Inundation, Landslide.
- b) Storm, Tempest, Hurricane, Cyclone, Lighting, Thunder or other extreme atmospheric disturbances.
- c) Fire caused by reasons not attributable to the Licensee.
- d) Acts of terrorism
- e) War, hostilities (Whether war be declared or not), invasion, act of foreign enemy, rebellion, riots, weapon conflict or military action or civil war.
- f) Strikes or boycotts, other than those involving the Licensee, its contractors, or their employees, agents etc.
- g) Any other similar things beyond the control of the party, except court order/ court judgment/action of civic authorities.

Such Force Majeure occurrence shall be notified to the other party within 15 days of such occurrence. If such Force Majeure continues for a period of three months, the party notifying the force majeure condition may be entitled to, though not being obliged to terminate this agreement by giving a notice of 7 days to the other party and in such a case this interest free security deposit / performance security shall be refunded by DMRC to the Licensee after adjustment of payable outstanding dues from the licensee, if any.

**Chapter: 15****Licensee Events of Default and Surrender/ Termination of License Agreement****Surrender of License Agreement:**

- 15.1 If the Licensee is desirous to exit & surrender the license hereby created before expiry of the lock-in period of 2 years, the License Agreement shall be deemed to be foreclosed on the date mentioned in surrender notice, subject to confirmation by DMRC. In such a case, the balance Interest Free Security Deposit/ Performance Security shall be forfeited in favour of DMRC after adjustment of outstanding dues, if any, payable to DMRC. No grace period shall be provided to licensee in such a case. DMRC may also recover the balance outstanding dues, if are more than Interest Free Security Deposit/ Performance Security, from the other contracts of licensee in DMRC. Balance outstanding dues, if are more than Interest Free Security Deposit/ Performance Security, shall be also recoverable from the licensee before licensee is permitted to remove their establishment(s) or else DMRC will seize their property at Zero/Nil Value. DMRC shall be free to dispose-off the said property / goods in whatsoever manner as it deems fit. Licensee shall have no claim for compensation or consideration / damages in this regard.
- 15.2 The Licensee shall have an option to surrender & exit from the License Agreement immediately after completion of lock-in period of 2 years. For this, the licensee shall give 180 days prior intimation to DMRC which may be given before completion of defined lock-in period. (In case lock-in period is of 2 years, prior intimation can be given after 1 ½ years) however option to exit will be available only after 2 years. In such a case, balance Interest Free Security Deposit/ Performance Security of the Licensee shall be refunded after adjusting the outstanding dues, if any, payable on the part of Licensee. DMRC may also recover the balance outstanding dues, if are more than Interest Free Security Deposit/ Performance Security, from the other contracts of licensee in DMRC. Balance outstanding dues, if are more than Interest Free Security Deposit/ Performance Security, shall also be recoverable from the licensee before licensee is permitted to remove their establishment(s) or else DMRC will seize their property at Zero/Nil value. DMRC shall be free to dispose-off the said property / goods in whatsoever manner as it deems fit. Licensee shall have no claim for compensation or consideration / damages in this regard.
- 15.3 If the Licensee is desirous of terminating the license after expiry of lock-in period of 2 years but without serving any prior intimation period or shorter intimation period than 180 days, the agreement shall be deemed to be terminated on completion of such short/ improper intimation period. In such cases, the Interest Free Security Deposit/ Performance Security shall be refunded to the Licensee after adjustment of license fee for period shorter than 180 days (notice period) and outstanding dues, if any. DMRC may also recover the balance outstanding dues, if are more than Interest Free Security Deposit/ Performance Security, from the other contracts of licensee in DMRC. Balance outstanding dues, if are more than Interest Free Security Deposit/ Performance Security, shall also be recoverable from the licensee before licensee is permitted to remove their establishment(s) or else DMRC will seize their property at Zero/Nil value. DMRC shall be free to dispose-off the said property / goods in whatsoever manner as it

deems fit. Licensee shall have no claim for compensation or consideration / damages in this regard.

- 15.4 In case of successful completion of the full term of the License period i.e. Nine (9) years from commencement date of License Agreement, in such a case, balance Interest Free Security Deposit/Performance Security of the Licensee shall be refunded after adjusting the outstanding dues. Balance outstanding dues, if are more than Interest Free Security Deposit/ Performance Security, shall also be recoverable from the licensee before licensee is permitted to remove their establishment(s) or else DMRC will seize their property at Zero/Nil value & dispose-off the same in any manner as deemed fit. Licensee shall have no claim for compensation / damages etc in this regard. DMRC may also recover the balance outstanding dues, if are more than Interest Free Security Deposit/ Performance Security, from the other contracts of licensee in DMRC.

#### **Breach of License Agreement/Licensee's Events of Default**

- 15.5 Following shall be considered as Material Breach of the License Agreement by Licensee resulting in Licensee's Events of Default:
- a) If the Licensee has failed to perform or discharge any of its obligations in accordance with the provisions of License Agreement, unless such event has occurred because of a Force Majeure Event, or due to reasons solely attributable to DMRC without any contributory factor of the Licensee.
  - b) If the Licensee fails to pay License Fee, utility charges, penalty or Damage herein specified or any other due payable by the Licensee to DMRC by the stipulated date.
  - c) If the Licensee makes any of the following changes in Ownership:
    - i. Any change in percentage stake of JV/Consortium by the members of the License Agreement without prior written permission of DMRC.
    - ii. Dilution of stake of Lead Member in the JV/Consortium below 51% at any time during the License Period.
    - iii. Dilution of stake of any consortium member in JV/ Consortium below 15% during the license period
  - d) If the Licensee during pendency of the License Agreement becomes insolvent or is put under receivership by a competent court.
  - e) If the Licensee is in persistent non-compliance of the written instructions of a DMRC officials.
  - f) If the Licensee or any of its representatives cause an incident or accident that results in injury or death to DMRC employees/ commuters or loss to DMRC property.
  - g) If the Licensee is in violation of any of the other Clauses of License Agreement and after two written notices (unless otherwise specifically mentioned therein) from DMRC, fails to cure the Default to the satisfaction of DMRC.
  - h) If any representation made or warranties given by the Licensee under this Agreement is found to be false or misleading.



- i) If the Licensee engaging or knowingly has allowed any of its employees, agents, or sub-Licensee to engage in any activity prohibited by law or which constitutes a breach of or an offence under any law, in the course of any activity undertaken pursuant to this Agreement.
- j) If the Licensee has created any encumbrance, charges or lien in favour of any person or agency, over the Licensed Space except expressly permitted under this Agreement.
- k) If a resolution for voluntary winding up has been passed by the shareholders of the Licensee.
- l) If any petition for winding up of the Licensee has been admitted and liquidator or provisional liquidator has been appointed or the Licensee has been ordered to wind up by Court of competent jurisdiction, except for the purpose of amalgamation or reconstruction with the prior consent of DMRC, provided that, as part of such amalgamation or reconstruction and the amalgamated or reconstructed entity has unconditionally assumed all surviving obligations of the Licensee under this Agreement.
- m) If the Licensee has abandoned the Licensed Space.
- n) If the licensee violates banned usage as per list given in Annexure-5.

#### **Termination of License Agreement by DMRC**

15.6 Provided that in the event of application of clauses 15.5 (a) and (b) above, DMRC shall give to the Licensee 15 days' time to cure the default and in the event the Licensee rectifies the default to the satisfaction of the DMRC within the cure period, the event shall not be considered as a Licensee Event of Default. However, in the event of application of Clause No. 15.5 (c) to (n), DMRC may terminate the licensee agreement with immediate effect.

15.7 If the Licensee failing to cure the default within 15 days it shall constitute Material Breach of Contract under this Agreement. It shall entitle DMRC to disconnect all utilities provided to the Licensee and to terminate license agreement. No representation of licensee shall be entertained after the expiry of cure period.

15.8 Termination on Operational Ground:

DMRC reserves the right to terminate the License Agreement on operational ground by giving three months notice. The License agreement shall stand terminated after expiry of three months' notice and the Interest Free Security Deposit/Performance Security shall be refunded after adjusting outstanding dues. The Licensee voluntarily agrees not to seek any claim, compensation, damages or any other consideration whatsoever on any ground in this regard.

15.9 Termination due to Force Majeure conditions: The License Agreement may be terminated for Force Majeure Reasons as specified in ARTICLE-14.

#### **Other Terms & Conditions:**

15.10 Upon termination/ completion/ Surrender of License Agreement:

- a) All sub-licenses/ third party agreements, if permitted & applicable, entered by the Licensee, shall stand terminated with immediate effect ;
- b) In case of termination of agreement on account of Licensee's Events of Default, the balance Interest Free Security Deposit/ Performance Security shall be forfeited in favor of DMRC after adjustment of outstanding dues, if any, payable to DMRC. Balance outstanding dues, if are more than Interest Free Security Deposit/ Performance Security, shall also be recoverable from the licensee before licensee is permitted to remove their establishment(s) or else DMRC will seize their property at Zero/Nil value & DMRC shall be free to dispose-off the same in any manner as deemed fit. Licensee shall have no claim for compensation / damages etc in this regard. DMRC may also recover the balance outstanding dues, if are more than Interest Free Security Deposit/ Performance Security, from the other contracts of licensee in DMRC.
- c) All utilities shall be disconnected with immediate effect, unless otherwise specified elsewhere, and
- d) The Licensee shall vacate the premises within 30 days after date of issue of termination notice.

15.11 Upon termination of the license agreement, the Licensee shall handover the vacant possession of premises to the Station-in-charge or their authorized representative within 30 days from the date of termination of License Agreement, after removal of media, fixtures, panels, etc. installed by the Licensee at its own cost, without causing damage to DMRC structures. The Licensee agrees voluntarily and un-equivocally not to seek any claim, damages, compensation or any other consideration whatsoever on this account. If the premise is not handed over in good condition as required under this clause, DMRC reserves the right to deduct/ recover damages/ charges.

15.12 If, the Licensee fails to vacate the licensed space/premises within the grace period of 30 days, penalty of twice the prevalent monthly Licensee Fee shall be chargeable for occupation for and beyond this 30 day period. Apart from this, such violation shall empower DMRC to dispose-off the property & goods from the premises. And after lapse of this 30 days grace period, DMRC shall take over the goods/property treating at NIL value, even if it is under lock & key; and shall be free to dispose-off the property in whatsoever manner as it deems fit. Licensee shall have no claim for compensation or consideration/damages after completion of grace period. If, licensee fails to pay the penalty, applicable in case of non-vacation of premises, the same shall be adjusted from the Interest Free Security Deposit/Performance Security available with DMRC. No grace period shall be provided to licensee, if licensee surrenders the contract within the lock-in period of 2 years.

15.13 After vacating the premises, the Licensee shall submit a vacation certificate issued by the Station in-charge or its authorized representative as a proof of Licensee having vacated the site. Licensee's statement regarding vacation, without a vacation certificate issued by the Station in-charge or its authorized representative, shall not be accepted.

15.14 The termination of this Agreement shall not relieve either party from its obligation to pay any sums then owing to the other party nor from the obligation to perform or discharge any liability that had been incurred prior thereto. The Licensee shall be liable to pay all dues outstanding to DMRC including electricity, chiller and other utility charges under this agreement without prejudice to rights and remedies applicable under the law. The final settlement of dues shall take place after submission of vacation certificate from the Station in-charge or their/her authorized representative subsequent to termination of License Agreement.

15.15 Rights of DMRC on Termination: DMRC shall not have any obligation whatsoever including but not limited to obligations as to compensation for loss of employment, continuance or regularization of employment, absorption or re-employment on any ground, in relation to any person in the employment of or engaged by the Licensee in connection with the Licensed space.

15.16 On termination of Agreement, DMRC shall have rights to re-market/re-tender and or to seal/ lock the Licensed Space

## **CHAPTER-16:**

### **REPRESENTATIONS AND WARRANTIES**

16.1 The Licensee represents and warrants to DMRC that-

- a) It is duly organized, validly existing and in good standing under the laws of India;
- b) It has full power and authority to execute, deliver and perform its obligations under this Agreement and to carry out the transactions contemplated hereby;
- c) It has taken all necessary corporate and other action under Applicable Laws and its constitutional documents to authorize the execution, delivery and performance of this Agreement;
- d) It has the financial standing and capacity to undertake the commercial utilization of Licensed Commercial spaces;
- e) This Agreement constitutes its legal, valid and binding obligation enforceable against it in accordance with the terms hereof;
- f) The execution, delivery and performance of this Agreement shall not conflict with, result in the breach of, constitute a default under or accelerate performance required by any of the terms of the Licensee Memorandum and Articles of Association or any Applicable Law or any covenant, agreement, understanding, decree or order to which the Licensee is a party or by which Licensee or any of its properties or assets are bound or affected;
- g) There are no actions, suits, proceedings or investigations pending or to the Licensee's knowledge threatened against the Licensee at law or in equity before any court or before any other judicial, quasi-judicial or other authority, the outcome of which may constitute the Licensee Event of Default or which individually or in the aggregate may result in Material Adverse Effect;
- h) It has no knowledge of any violation or default with respect to any order, writ, injunction or any decree of any court or any legally binding order of any government authority which may result in Material Adverse Effect;
- i) It has complied with all applicable law and has not been subject to any fines, penalties, injunctive relief or any other civil or criminal liabilities which in the aggregate have or may have Material Adverse Effect;
- j) No representation or warranty by the Licensee contained herein or in any other document furnished by the Licensee to DMRC or to any government authority in relation to Applicable Permits contains or shall contain any untrue statement of material fact or omits or shall omit to state a material fact necessary to make such representation or warranty not misleading;
- k) The Licensee also acknowledges and hereby accepts the risk of inadequacy, mistake or error in or relating to any of the matters set forth above and hereby confirms that DMRC shall not be liable for the same in any manner whatsoever to the Licensee.
- l) The Licensee shall make its own arrangements in engagement of its staff and labour and shall at no point represent to or claim that the staff, labour is being recruited for and on behalf of DMRC. The Licensee shall at all times comply and represent to the staff and labour employed/ engaged by them the requirement for complying with Applicable Laws and applicable Permits, particularly in relation to safety and environmental regulations.

16.2 Obligation to notify change: In the event that any of the representations or warranties made/ given by the Licensee ceases to be true or stands changed, it shall promptly notify DMRC of the same.

16.3 DMRC covenants:

- a) DMRC covenants and represents that it has good and marketable title to the said premise, free and clear of all liens, claims, mortgages or deeds of trust affecting the Licensee's possession of the Licensed Premises, Licensee's use of the premises, or the rights granted to the Licensee hereunder.
- b) DMRC covenants and represents that it has full and complete authority to enter into a license agreement under all terms, conditions and provisions set forth in the agreement, and so long as the Licensee keeps and substantially performs each and every term, provision and condition contained in the agreement, the Licensee shall peacefully and quietly enjoy the premises without hindrance or disturbance by DMRC or by any other person(s) claiming by, through or under or in trust for DMRC.
- c) On paying the License fee, Licensee hereby reserved and observing & performing the several covenants and stipulations on its part and the conditions herein contained, shall peacefully hold and enjoy the licensed space throughout the said term without any interruptions by the DMRC or by any person claiming by, through, under or in trust for DMRC.
- d) That the overall control & supervision of the premises shall remain vested with DMRC who will have the right to inspect the whole or part of the licensed premises as & when considered necessary with respect to its bonafide use and in connection with fulfillment of the other terms & conditions of the license agreement. DMRC also reserves the right to enter the demised premises to repair & replace the fixtures provided by DMRC.

## Chapter: 17

### **ARTICLE: DISPUTE RESOLUTION**

#### 17.1 Amicable Resolution

##### 17.1.1 No legal action till Dispute Settlement Procedure is exhausted.

Any and all Disputes shall be settled in accordance with the provisions of Article 9. No action at law concerning or arising out of any Dispute shall be commenced unless and until all applicable Dispute resolution procedures set out in Article 9 shall have been finally exhausted in relation to that Dispute or any Dispute out of which that Dispute shall have arisen with which it may be or may have been connected.

##### 17.1.2 Notice of Dispute

For the purpose of Sub-Clause 17.1.2, a Dispute shall be deemed to arise when one party serves on the other party a notice in writing (hereinafter called a "Notice of Dispute") stating the nature of the Dispute provided that no such notice shall be served later than 28 days after the termination/surrender/completion of contract as advised/intimated by DMRC to the Licensee.

##### 17.1.3 Two Stages for Dispute Resolution

Disputes shall be settled through two stages:

- a) Conciliation procedures as established by "The Arbitration and Conciliation Act-1996" & amended by the Arbitration & Conciliation ( Amendment ) Act, 2015 and any statutory modification or re-enactment thereof and in accordance with this Clause. In the event this procedure fails to resolve the Dispute then;
- b) Arbitration procedures undertaken as provided by "The Arbitration and Conciliation Act -1996" & amended by the Arbitration & Conciliation (Amendment) Act, 2015 and any statutory modification or re-enactment thereof. and in accordance with this Clause.

##### 17.1.4 Conciliation

Within 60 days of receipt of Notice of Dispute, either party shall refer the matter in dispute to conciliation.

Conciliation proceedings shall be initiated within 30 days of one party inviting the other in writing to Conciliation. Conciliation shall commence when the other party accepts in writing this invitation. If the invitation is not accepted then Conciliation shall not take place. If the party initiating conciliation does not receive a reply within 30 days from the date on which he sends the invitation he may elect to treat this as a rejection of the invitation to conciliate and inform the other party accordingly.

The Conciliation shall be undertaken by one Conciliator selected from a panel of Conciliators maintained by the DMRC. The Conciliator shall assist the parties to reach an amicable settlement in an independent and impartial manner.

##### 17.1.5 Conciliation Procedure

- a) The DMRC shall maintain a panel of Conciliators, who shall be from serving or retired engineers of Government Departments, or of Public Sector Undertakings. Out of this panel, a list of three Conciliators shall be sent to the Licensee who shall choose one of them to act as Conciliator and conduct conciliation proceedings in accordance with "The Arbitration and Conciliation Act, 1996" of India & amended by the Arbitration & Conciliation (Amendment ) Act, 2015 and any statutory modification or re-enactment thereof.

There will be no objection if conciliator so nominated is a serving employee of DMRC who would be Deputy HOD level officer and above.

The DMRC and the Licensee shall in good faith co-operate with the Conciliator and, in particular, shall endeavour to comply with requests by the Conciliator to submit written materials, provide evidence and attend meetings.

Each party may, on his own initiative or at the invitation of the Conciliator, submit to the Conciliator suggestions for the settlement of the dispute.

When it appears to the Conciliator that there exist elements of a settlement which may be acceptable to the parties, he shall formulate the terms of a possible settlement and submit them to the parties for their observations. After receiving the observations of the parties, the Conciliator may reformulate the terms of a possible settlement in the light of such observations.

If the parties reach agreement on a settlement of the dispute, they may draw up and sign a written settlement agreement. If requested by the parties, the Conciliator may draw up, or assist the parties in drawing up, the settlement agreement. When the parties sign the settlement agreement, it shall be final and binding on the parties and persons claiming under them respectively.

The Conciliator shall authenticate the settlement agreement and furnish a copy thereof to each of the parties. As far as possible, the conciliation proceedings should be completed within 60 days of the receipt of notice by the Conciliator.

The parties shall not initiate, during the conciliation proceedings, any arbitral or judicial proceedings in respect of a dispute that is the subject matter of the conciliation proceedings.

#### 17.1.6 Termination of Conciliation Proceedings

The conciliation proceedings shall be terminated:

- a) by the signing of the settlement agreement by the parties on the date of agreement; or
- b) by written declaration of the conciliator, after consultation with the parties, to the effect further efforts at conciliation are no longer justified, on the date of declaration; or
- c) by a written declaration of the parties to the conciliator to the effect that the conciliation proceedings are terminated, on the date of declaration; or
- d) by a written declaration of a party to the other party and the conciliator, if appointed, to the effect that the conciliation proceedings are terminated, on the date of declaration.

Upon termination of the conciliation proceedings, the conciliator shall fix the costs of the conciliation and give written notice thereof to the parties. The costs shall be borne equally by the parties unless settlement agreement provides for a different apportionment. All other expenses incurred by a party shall be borne by that party.

#### 17.2 Arbitration

If the efforts to resolve all or any of the disputes through conciliation fails, then such disputes or differences, whatsoever arising between the parties, arising out of touching or relating to construction/ manufacture, measuring operation or effect of the Contract or the breach thereof shall be referred to Arbitration in accordance with the following provisions:

- a) Only such dispute(s) or difference(s) in respect of which notice has been made but could not be settled through Conciliation, together with counter claims or set off, given by the DMRC, shall be referred to arbitration. Other matters shall not be included in the reference.
- b) The Arbitration proceedings shall be assumed to have commenced from the day, a written and valid demand for arbitration is received by CE/Contract on behalf of MD/DMRC at following address:  
Office of CE/Contract  
Delhi Metro Rail Corp. Rail Limited,  
5th floor, A-Wing, Metro Bhawan,  
Fire Brigade Lane, Barakhamba Road  
New Delhi-110001  
011-23415838
- c) The disputes so referred to arbitration shall be settled in accordance with the Indian Arbitration & Conciliation Act, 1996 & amended by the Arbitration & Conciliation (Amendment) Act, 2015 and any statutory modification or re-enactment thereof.

Further, it is agreed between the parties as under:

17.2.1 Number of Arbitrators: The arbitral tribunal shall consist of:

- i) Sole Arbitrator in cases where the total value of all claims in question added together does not exceed Rs. 2.00 crores;
- ii) 3 (Three) arbitrators in all other cases.

17.2.2 Procedure for Appointment of Arbitrators: The arbitrators shall be appointed as per following procedure:

- i) In case of Sole Arbitrator: Within 60 days from the day when a written and valid demand for arbitration is received by CE/Contract on behalf of MD/DMRC, the DMRC will forward a panel of 03 names to the Licensee. The Licensee shall have to choose one Arbitrator from the panel of three, to be appointed as Sole Arbitrator within 30 days of dispatch of the request by the DMRC. In case the Licensee fails to choose one Arbitrator within 30 days of dispatch of the request of the DMRC then MD/DMRC shall appoint anyone Arbitrator from the panel of 03 Arbitrator as sole Arbitrator.
- ii) In case of 3 Arbitrators:
  - a) Within 60 days from the day when a written and valid demand for Arbitration is received by CE/Contract on behalf of MD/DMRC, the DMRC will forward a panel of 5 names to the Licensee. The Licensee will then give his consent for any one name out of the panel to be appointed as one of the Arbitrators within 30 days of dispatch of the request by the DMRC.
  - b) DMRC will decide the second Arbitrator. MD/DMRC shall appoint the two Arbitrators, including the name of one Arbitrator for whom consent was given by the Licensee within 30 days from the receipt of the consent for one name of the Arbitrator from the Licensee. In case the Licensee fails to give his consent within 30 days of dispatch of the request of the DMRC then MD/DMRC shall nominate both the Arbitrators from the panel.
  - c) The third Arbitrator shall be chosen by the two Arbitrators so appointed by the parties out of the panel of 05 Arbitrators provided to Licensee or from the larger panel of Arbitrators to be provided to them by DMRC at the request of two appointed Arbitrators ( if so desired by them ) and who shall act as Presiding Arbitrator. In case of failure of the two appointed Arbitrators to reach upon consensus within a period of 30 days from their appointment, then, upon the request of either or both parties, the Presiding Arbitrator shall be appointed by the Managing Director / DMRC, New Delhi.
  - d) If one or more of the Arbitrators appointed as above refuses to act as Arbitrator, withdraws from his office as Arbitrator, or vacates his/their office/offices or is/are unable or unwilling to perform his functions as Arbitrator for any reason whatsoever or dies or in the opinion of the MD/DMRC fails to act without undue delay, the MD/DMRC shall appoint new Arbitrator /Arbitrators to act in his/their place except in case of new Presiding Arbitrator who shall be chosen following the same procedure as mentioned in para (ii)(c) above. Such re-constituted Tribunal may, at its discretion, proceed with the reference from the stage at which it was left by the previous Arbitrator(s).
  - e) The DMRC at the time of offering the panel of Arbitrator(s) to be appointed as Arbitrator shall also supply the information with regard to the qualifications of the said Arbitrators nominated in the panel along with their professional experience, phone nos. and addresses to the Licensee.

17.2.3 Qualification and Experience of Arbitrators (to be appointed as per sub-clause 12.2.2 above): The Arbitrators to be appointed shall have minimum qualification and experience as under:

Arbitrator shall be;

a Working / Retired Officer (not below E-8 grade in a PSU with which DMRC has no business relationship) of any discipline of Engineering or Accounts / Finance department, having experience in Contract Management of Construction Contracts; or



- a Retired Officer ( retired not below the SAG level in Railways ) of any Engineering Services of Indian Railways or Indian Railway Accounts Service, having experience in Contract Management of Construction Contracts; or a Retired Officer who should have retired more than 3 years previously from the date of appointment as Arbitrator (retired not below E-8 grade in DMRC or a PSU with which DMRC has a business relationship) of any Engineering discipline or Accounts / Finance department, having experience in Contract Management of Construction Contracts or retired judge of any High Court or Supreme Court of India or reputed Chartered Accountant & should be member of ICAI, New Delhi. No person other than the persons appointed as per above procedure and having above qualification and experience shall act as Arbitrator.
- 17.2.4 No new claim shall be added during proceedings by either party. However, a party may amend or supplement the original claim or defence thereof during the course of arbitration proceedings subject to acceptance by Tribunal having due regard to the delay in making it.
- 17.2.5 Neither party shall be limited in the proceedings before such arbitrator(s) to the evidence or arguments put before the GM/PB for the purpose of obtaining his decision. No decision given by the GM/PB in accordance with the foregoing provisions shall disqualify him from being called as a witness and giving evidence before the arbitrator(s) on any matter, whatsoever, relevant to dispute or difference referred to arbitrator/s. Neither party shall be limited in the proceedings before such arbitrators to the evidence nor did arguments previously put before during settlement through Conciliation proceedings.
- 17.2.6 It is agreed by both the Parties that in the cases where Arbitral Tribunal is consist of sole Arbitrator, their disputes shall be resolved by fast track procedure specified in sub-section (3) of 29B of the Arbitration and Conciliation ( Amendment ) Act , 2015 or as amended up to date.
- 17.2.7 If the **Licensee** (s) does/do not prefer his/their specific and final claims in writing with in a period of 28 days of receiving the intimation from the DMRC about the termination/surrender/completion of contract, he/they will be deemed to have waived his/their claim(s) and the DMRC shall be discharged and released of all liabilities under the contract in respect of these claims.
- 17.2.8 Arbitration proceedings shall be held at New Delhi, India and the language of the arbitration proceedings and that of all documents and communications between the parties shall be in English.
- 17.2.9 The Arbitral Tribunal should record day to day proceedings. The proceedings shall normally be conducted on the basis of documents and written statements. All arbitration awards shall be in writing and shall state item wise, the sum and detailed reasons upon which it is based. A model Time Schedule for conduct of Arbitration proceedings in a period of 180 days / 365 days will be made available to Arbitral tribunal for their guidance. Both the Parties should endeavor to adhere to time schedule for early finalization of Award.
- 17.2.10 The award of the sole Arbitrator or the award by majority of three Arbitrators as the case may be shall be binding on all parties. Any ruling on award shall be made by a majority of members of Tribunal. In the absence of such a majority, the views of the Presiding Arbitrator shall prevail.
- 17.2.11 A party may apply for correction of any computational errors, any typographical or clerical errors or any other error of similar nature occurring in the award of a tribunal and interpretation of specific point of award to tribunal within 60 days of the receipt of award.
- 17.2.12 A party may apply to tribunal within 60 days of receipt of award to make an additional award as to claims presented in the arbitral proceedings but omitted from the arbitral award.
- 17.3 Interest on Arbitration Award
- Where the arbitral award is for the payment of money, no interest shall be payable on whole or any part of the money for any period, till the date on which the award is made.
- 17.4 Cost of Conciliation / Arbitration

The fees and other charges of the Conciliator / Arbitrators shall be as per the scales fixed by the DMRC from time to time irrespective of the fact whether the Arbitrator(s) is / are appointed by the DMRC or by the Court of law unless specifically directed by Hon'ble Court otherwise on the matter, and shall be shared equally by the DMRC and the **licensee**. However, the expenses incurred by each party in connection with the

preparation, presentation will be borne by itself. The latest scale of fee & other charges fixed by DMRC are as per Schedule-D enclosed.

17.5 Jurisdiction of Courts

Where recourse to a Court is to be made in respect of any matter, the court at Delhi/ New Delhi shall have the exclusive jurisdiction to try all disputes between the parties.

17.6 Suspension of Work on Account of Arbitration

During the pendency of Arbitration/Conciliation proceedings, the licensee shall continue to perform and make due payments due to DMRC as per Lease Agreement.

Encl: Schedule-D

**SCHEDULE D (Part A)**  
**Fees of the External Arbitrators dealing with Arbitration Cases**

S.No.	Description	Maximum amount payable per External Arbitrator, per case	
1.	Arbitration Fee	Refer section 11(14) – The Fourth Schedule of “The Arbitration and Conciliation (Amendment) Act, 2015”	
		Sum in Dispute *	Model Fee
		Up to Rs. 5.00 lakh	Rs. 45,000
		Above Rs 5.00 lakh and up to Rs 20.00 lakh	Rs. 45,000 plus 3.5% of the claim amount over and above Rs. 5.00 lakh
		Above Rs 20.00 lakh and up to Rs 1.00 crore	Rs 97,500 plus 3% of the claim amount over and above Rs 20.00 lakh
		Above Rs 1.00 crore and up to Rs 10.00 crore	Rs 3,37,500 plus 1% of the claim amount over and above Rs 1.00 crore
		Above Rs 10.00 crore and up to Rs 20.00 crore	Rs 12,37,500 plus 0.75% of the claim amount over and above Rs 10.00 crore
		Above Rs 20.00 crore	Rs 19,87,500 plus 0.5% of the claim amount over and above Rs 20.00 crore with a ceiling of Rs.30.00 lakh. *Ceiling limit of Rs. 30 lakh is inclusive of Rs. 19,87,500/-
		*Sums in dispute mentioned above shall include any counter claim made by a party also.	
		Note 1. In the event, the arbitral tribunal is a sole arbitrator, he/she shall be entitled to an additional amount of twenty-five percent on the fee payable as above.  2. The fee shall be conveyed to Arbitrator(s) at the time of issuing the appointment letter.	
2.	Secretarial Assistance & Incidental Charges (telephone, fax, postage etc.)	Rs 20,000/- per case, payable to sole Arbitrator or presiding Arbitrator only on behalf of Arbitral Tribunal, in case where Secretariat Assistant/ Personal Assistant is arranged by sole Arbitrator/Arbitral Tribunal at their own OR INR 10,000/- per case, payable to sole Arbitrator or presiding Arbitrator only on behalf of Arbitral Tribunal, in cases where Secretariat Assistant/ Personal Assistant is provided by DMRC on the request of sole Arbitrator/ Arbitral Tribunal. In such cases, Secretariat Assistant/ Personal Assistant shall be paid @ INR 1000/- per hearing/meeting held in DMRC premises based on certification by sole Arbitrator or presiding Arbitrator of Arbitral Tribunal.	
3.	Other Expenses (actuals against bills subjected to the prescribed ceiling) applicable for the days of hearing only		
	i) Travelling Expenses	Economy Class (by Air), First class AC (by train) and AC Car (by road)	
	ii)Lodging and Boarding	a) Rs 15,000/- per day (in metro cities) b) Rs 7,500/- per day (in other cities) c) Rs 3,000/- per day, if any arbitrator makes their own arrangements	
4.	Local Travel Charges	Rs 2,000/- per day of hearing/ meeting	
5.	Providing facilities of hearing rooms, for arbitration hearings & secretarial assistance etc.	Meeting Room shall be provided by DMRC, otherwise `5,000/- per day of hearing/ meeting of Arbitration.	

**Note:-**

1. The above fee is not applicable to the officers of DMRC on panel
2. Lodging, boarding and travelling expenses shall be allowed only for those members who are residing 100 kms. away from place of meeting.
3. Delhi, Mumbai, Chennai, Kolkata, Bangalore and Hyderabad shall be considered as metro cities.

**SCHEDULE D (Part B)****Fees of the External Conciliator dealing with Conciliation Cases**

S.No.	Description	Maximum amount payable per External Conciliator, per case
1.	Conciliation Fee	Rs 20,000/- per hearing (to be equally shared by both the parties) subject to a maximum of `4.00 lakh per case Note: The fee shall be conveyed to Conciliator at the time of issuing the appointment letter.
2.	Reading Charges/Studying of Documents	Rs 20,000/- per case including counter claim etc.
3.	Secretarial Assistance & Incidental Charges (telephone, fax, postage etc.)	Rs 20,000/- per case
4.	Charges for preparing & issuing of Settlement Agreement	Rs 25,000/- per case
5.	Other Expenses (actuals against bills subjected to the prescribed ceiling) applicable for the days of hearing only	
	i) Travelling Expenses	Economy Class (by Air), First class AC (by train) and AC Car (by road)
	ii) Lodging and Boarding	a) Rs 15,000/- per day (in metro cities) b) Rs 7,500/- per day (in other cities) c) Rs 3,000/- per day, if any arbitrator makes their own arrangements
6.	Local Travel Charges	Rs 2,000/- per day of hearing
7.	Providing facilities of hearing rooms, for arbitration hearings & secretarial assistance etc.	Meeting Room shall be provided by DMRC, otherwise Rs 5,000/- per day of hearing

**Note:-**

1. The above fee is not applicable to the officers of DMRC on panel
2. Lodging, boarding and travelling expenses shall be allowed only for those members who are residing 100 kms. away from place of meeting.
3. Delhi, Mumbai, Chennai, Kolkata, Bangalore and Hyderabad shall be considered as metro cities.

## SCHEDULE D (Part C)

## Fees Structure for Departmental (DMRC) Conciliators dealing with Conciliation Cases

S.No.	Description	Maximum amount payable per Conciliator, per case												
1.	Conciliator Fee	Rs5,000/- per sitting (to be equally shared by both the Parties) subject to ceiling as prescribed below :												
		<table><tr><th>S.No</th><th>Amount of dispute ( in ` )</th><th>Ceiling limit (in ` )</th></tr><tr><td>i)</td><td>Up to 1 Cr.</td><td>Rs25,000</td></tr><tr><td>ii)</td><td>1 to 10 Cr.</td><td>Rs50,000</td></tr><tr><td>iii)</td><td>Above 10 Cr.</td><td>Rs75,000</td></tr></table>	S.No	Amount of dispute ( in ` )	Ceiling limit (in ` )	i)	Up to 1 Cr.	Rs25,000	ii)	1 to 10 Cr.	Rs50,000	iii)	Above 10 Cr.	Rs75,000
		S.No	Amount of dispute ( in ` )	Ceiling limit (in ` )										
		i)	Up to 1 Cr.	Rs25,000										
		ii)	1 to 10 Cr.	Rs50,000										
iii)	Above 10 Cr.	Rs75,000												
Note:														
The above fee is for hearings and includes a maximum of 3 internal meetings held at DMRC office by the Conciliators for finalization of award without the presence of the Parties involved.														
2.	Reading Charges/Studying of Documents	Rs5,000/- per Conciliator per case including counter claim												
3.	Secretarial Assistance & Incidental Charges (telephone, fax, postage, messenger etc.)	Rs10,000/- per case												
4.	Charges for publishing Settlement Agreement	Rs10,000/- per case												

## Chapter: 18

### Miscellaneous

#### **18 Miscellaneous**

##### **18.1 Insurance and Waiver of Liability**

The Licensee will bear the cost, throughout the term of the License, for a comprehensive general liability insurance covering injury to or death of any person(s) while working in DMRC premises, including death or injury caused by the sole negligence of the Licensee or the Licensee's failure to perform its obligations under the agreement. The Licensee shall submit to DMRC, suitable evidence that the foregoing policy or policies are in effect. In the event of the default i.e. avoiding the insurance cover, the Licensee agrees and undertakes to indemnify and hold DMRC harmless against any liability, losses, damages, claims, expenses suffered by DMRC because of such default by the Licensee.

18.2 The Licensee shall comply with all the provisions of Labour Laws & regulation in force including but not limited to the Contract Labour (Regulation & Abolition) Act-1976 including any subsequent amendment thereof and the rules made there under. Licensee will indemnify DMRC Administration for any loss and damages suffered due to violation of its provision.

18.3 The Licensee shall comply with the laws of land including Delhi Pollution Control Board guidelines regarding advertisement/display. DMRC will not be held liable for any change/modification in the laws that adversely affect this Agreement. Licensee shall have no right/claim in this regard, whatsoever the reason may be.

18.4 The Licensee will not ask for any claim or seek any compensation from DMRC if advertisement at any advertisement spaces inside any station is not permitted due to court order/local laws/civil authorities.

18.5 The Licensee hereby indemnifies DMRC against any loss, damage or liabilities arising as a result of any act of omission or commission on part of Licensee or on part of its personnel or in respect of non-observance of any statutory requirements or legal dues of any nature.

18.6 The Licensee hereby agrees that DMRC shall have no responsibility as regards Licensee employees and the employees shall be the employees of Licensee only and shall not be construed under any circumstances as employees of DMRC. Licensee hereby indemnifies DMRC against the claims made by Licensee's employees against DMRC.

18.7 The Licensee hereby undertakes to discharge all statutory obligations and liabilities in connection with employment of its personnel in the said premises. Licensee hereby indemnifies DMRC against any liability arising in connection with the employment of its personnel in the said premises by Licensee. Licensee hereby undertakes to carry out police verification of its employees and submit the copy of same to Property Business Wing of DMRC in accordance with DMRC's policies regulations prevalent at that time.

18.8 That no tenancy/sub-tenancy is being created by DMRC in favour of Licensee under or in pursuance of this Agreement and it is distinctly & clearly understood, agreed & declared by and between the parties hereto that: -

- a) That the Licensee shall not have or claim any interest in the said premises as a tenant/sub-tenant or otherwise;
  - b) That no right as a tenant/sub-tenant or otherwise is purported or intended to be created or transferred by DMRC in favour of Licensee in or in respect of the said premises, except to carry out their activities over the granted space under this License Agreement; and
  - c) That the rights, which Licensee shall have in relation to the said premises, are only those set out in this Agreement.
- 18.9 The relationship between DMRC and Licensee under and/or in pursuance of this Agreement is as between Principal and Principal. Consequently, neither party shall be entitled to represent the other and/or make any commitment on behalf of and/or with traders or any other party. Furthermore, no relationship in the nature of Partnership or Association of persons is hereby being created or intended to be created between DMRC on the one hand and Licensee on the other hand in connection with and/or relating to business to be operated by Licensee at the said premises.
- 18.10 Licensee shall bear all salaries, wages, bonuses, payroll taxes or accruals including gratuity, superannuating, pension and provident fund contributions, contributions to worker's compensations funds and employees state insurance and other taxes and charges and all fringe and employee benefits including statutory contributions in respect of such personnel employed/deployed by the Licensee and these personnel shall at no point of time be construed to be employees of DMRC and the Licensee shall be solely responsible for compliance with all labour laws which shall include all liabilities of the Provident Fund Act, ESI Act, Workmen's compensation Act, Minimum Wages Act and other Labour Welfare Act in respect of its personnel. The Licensee shall indemnify DMRC from any claims that may arise in connection with above.
- 18.11 Employees conduct: The Licensee shall ensure that all persons employed behave in an orderly and disciplined manner and that the said employees are prohibited from carrying on any unlawful, unfair activities or demonstrations. The Licensee shall, within 45 days of handing over of the station, submit the details/Bio data of personnel, it intends to employ/deploy for carrying out the work of media installation. The personnel deployed shall be decent, courteous and without any adverse or criminal background. In this connection, Licensee shall be required to furnish declaration to DMRC with respect to all his personnel deployed. Further, within 45 days of issue of LOA, Licensee shall submit police verification report in respect of all its personnel (to be deployed for the work of media installation) to DMRC. All the Licensee's personnel shall be required to possess ID card while working in DMRC's premises as per prevailing procedure. Access inside the station in paid areas shall be through smart cards as per prevailing applicable charges, in addition to the valid ID cards.
- 18.12 The advertisement rights are granted to the Licensee on exclusivity basis. DMRC shall not engage any third party for commercial advertisement inside ITO metro station through digital media only during the currency of License period. However, DMRC reserves the right to permit its retail licensees to put generic signage on the retail outlets and in property development areas inside station.

### 18.13 Notices

- a) That any notice to be served upon DMRC shall be sufficiently served and given if delivered to-
- “General Manager/Property Business,  
3<sup>rd</sup> Floor, A Wing, Metro Bhawan,  
Fire Bridge Lane, Barakhamba Road,  
New Delhi-110 001”**
- b) That any notice which may be required to be served upon the **Licensee** shall be served and given if delivery by Registered AD/Speed Post/Courier at the Address given on the First page of the License Agreement or delivered in person to the authorized representative of Licensee.
- c) That any notice or correspondence under the terms of this License shall be in writing by registered post/Speed Post/Courier or delivered personally. All activities including day to day management, billing, cancellation/ termination/surrender etc. shall be carried out from the office of the General Manager/Property Business or by his duly authorized representative.
- d) Only written instructions/notices of any party shall be entertained by the other party.

**In Witness whereof the parties hereto have caused this agreement to be signed in their respective hands as of the day and year first before written.**

....-.....-2020

....-....- 2020

(.....)  
**FOR AND ON BEHALF OF DELHI METRO  
RAIL CORPORATION LIMITED**

**Authorized Signatory.**  
**FOR AND ON BEHALF OF LICENSEE**

**IN WITNESS WHEREOF the LICENSEE and the DMRC have set their hands hereunto on the day, month and year first written above in the presence of the following witnesses:**

-----  
**DMRC**

-----  
**LICENSEE**



**Annexure-1****Detail of Advertisement space offered for licensing****Total Prefabricated Advertisement Panels offered at ITO metro station**

S/N	Station	Panel Size of each panel(in m)	Total panel	Total Area of all panels
1	ITO Metro Station	3.75 * 1.95	36	263.25 sqm

**\*Minimum offered/minimum chargeable area is 50 Sqm.**

**Note:**

1. Area indicated above is approximate. Actual area measured at the time of handing over and it shall be final. If there is any variation in area, the License Fee and other dues shall be charged for actual area handed over.
2. The Advertising spaces inside ITO metro station is offered on license basis is available on "as is where is basis".
3. Prefabricated inventory is available at the station for digital advertisement, which is listed above. **However**, Licensee may utilize this inventory for digital advertisement or may create their inventory.
4. The digital advertisement rights offered are for of 50 sqm. The licensee may apply for additional area, and the same shall be charged on pro-rata basis.
5. Additional floor space required by the licensee to install support equipments, viz, server(s), kiosk, etc. shall be charged at the prevalent rate of licensee fee. This area shall not be commercially exploited otherwise.
6. No audio will be permitted from the installed media panels because of interference with public address system installed at the station.
7. Safety and security of the installed infrastructure shall be of the advertisers and DMRC shall in no way responsible for the same.

**Format of Bank Guarantee**

(The Bank Guarantee shall either be from State Bank of India or any other Nationalized Bank or other Scheduled Commercial Banks from/payable at, (New Delhi) only on non judicial stamp paper of appropriate value)

BANK GUARANTEE NO. \_\_\_\_\_ dated \_\_\_\_\_

This Deed of Guarantee executed at \_\_\_\_\_ by \_\_\_\_\_ (Name of Bank) having its Head / Registered office at \_\_\_\_\_ (hereinafter referred to as "the Guarantor") which expression shall unless it be repugnant to the subject or context thereof include its successors and assigns;

In favour of

The Delhi Metro Rail Corporation Limited (hereinafter called "DMRC"), having its office at Metro Bhawan, Fire Brigade Lane, Barakhamba Road, New Delhi-110001, which expression shall unless it be repugnant to the subject or context thereof include its successors and assigns;

**WHEREAS: -**

1. DMRC, with a view to augment its earnings through non-operating revenue, has licensed Co- branding/advertisement activities at \_\_\_\_\_ Metro Station to M/s. \_\_\_\_\_ (hereinafter called "Licensee").
2. DMRC has agreed to provide to the Licensee, Co-branding spaces on "as is where is basis" in accordance to LOA No. \_\_\_\_\_ dated \_\_\_\_\_.
3. Therein after referred to as Co-Branding/ advertisement activities, on payment of License Fee to DMRC on the terms and conditions hereunder contained in this License Agreement.
4. This License is for a period of \_\_\_\_\_ years from the date of \_\_\_\_\_ commencement of License period, unless otherwise terminated/surrendered earlier or extended further.
5. The offer submitted by M/s \_\_\_\_\_ having their registered office at \_\_\_\_\_ has been accepted by \_\_\_\_\_ DMRC vide \_\_\_\_\_ LOA No. \_\_\_\_\_ dated \_\_\_\_\_.
6. As per the terms of the above mentioned LOA, the Licensee has been selected for Co- Branding/advertisement activities at \_\_\_\_\_ Metro Station of Delhi Metro for the duration of the License.
7. The Licensee is also required to make payments of License Fees & other dues as per contractual obligations and applicable taxes to DMRC.
8. The Licensee is required to also bear and pay all expenses, costs and charges incurred in the fulfillment of all its obligations under the License Agreement.
9. The Licensee is required to furnish an unconditional irrevocable Bank Guarantee for an amount of Rs \_\_\_\_\_ (Rupees \_\_\_\_\_ only) as a part of Interest free security deposit which is equivalent to the Annual license fee for Metro Station, as security for the performance and fulfillment of all its responsibilities and obligations as per the LICENSE Agreement. The Licensee has requested the Guarantor to issue the said Bank Guarantee in favour of DMRC.

10. Now, therefore at the request of the Licensee, the Guarantor has agreed to execute this Guarantee in favour of DMRC for the due payment of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only).

NOW, THEREFORE, THIS BANK GUARANTEE WITNESSETH AS FOLLOWS: -

1. The Guarantor, as primary obligor shall, without demur, reservation, contest, recourse or protest and/or without reference to Licensee, pay to DMRC an amount not exceeding Rs \_\_\_\_\_ (Rupees \_\_\_\_\_ only), on the same working day of receipt of a written demand from DMRC, calling upon the Guarantor to pay the said amount. For the purpose of this clause, any letter making demand on the Bank by DMRC dispatched by Registered Post with Ack. Due or by any Electronic means addressed to the above mentioned address of the Bank shall be deemed to be the claim/demand in writing referred to above irrespective of the fact as to whether and when the said letter reached the Bank, as also any letter containing the said demand or claim is lodged with the Bank personally.
2. The Guarantor agrees that DMRC shall be the sole judge to decide as to whether the Licensee has defaulted in the performance of its obligations as per the License Agreement, and the decision of DMRC in this regard shall be final and binding on the Guarantor, notwithstanding any differences in this regard between DMRC and the Licensee or any dispute pending before any Court, Tribunal, Arbitrator or any other Authority. The scheduled commercial Bank issuing the above Bank Guarantee confirms that it is on the SFMS (structured financial messaging system) platform, and it will invariably send a separate advice of the BG to the designated bank of DMRC, through SFMS.
3. Any such demand made on the Guarantor by DMRC shall be conclusive, absolute, final and binding on the Guarantor, and the amount due and payable by the Guarantor under this Guarantee will be honored by the Guarantor, simply on demand, without demur, reservation, contest, protest, recourse whatsoever and without need for ascribing any reason to the demand. The liability of the Guarantor under this guarantee is absolute and unequivocal. The above payment shall be made without any reference to the Licensee or any other person.
4. This Guarantee shall be irrevocable, valid and remain in full force - until.....(Period of expiry) or till the end of 6(Six) month after completion of the the License Period, or for such extended period as may be desired by DMRC, and as conveyed by DMRC to Bank.
5. In such case of renewal, the Guarantors shall renew the Bank Guarantee, sixty days prior to the expiry of validity of the Bank Guarantee and the process for extension of the Guarantee would be repeated till period of License Agreement is exhausted. Failure to extend the validity of Bank Guarantee at least sixty days prior to the expiry date of Bank Guarantee would lead to encashment of this Bank Guarantee as per the concept of extend or pay.
6. For last year of License period, the Licensee shall submit the Bank Guarantee valid for remaining License period plus six months and shall renew it, if required, till the final settlement of all accounts failing which the Bank Guarantee of the Licensee shall be invoked and encashed by DMRC without any prior notice to the Licensee.
7. This Guarantee shall continue to be enforceable till all amounts under this Guarantee are paid. The said Guarantee shall be released by DMRC after the

- expiry of the License Period subject to fulfillment of all handover requirements by the Licensee, to the satisfaction of DMRC and further subject to adjustment for all damages suffered by DMRC.
8. This Guarantee is unconditional and irrevocable during the currency of BG till such time DMRC discharges this Guarantee by issuing a letter to the Guarantor in this behalf.
  9. The Guarantor undertakes to pay the amount mentioned herein as Principal debtor and not a surety and it shall not be necessary for DMRC to proceed against the Licensee before proceeding against the Guarantor, notwithstanding the fact that DMRC may have obtained or obtains from the Licensee, any other security which at the time when proceedings are taken against the Guarantor hereunder, is outstanding and unrealized.
  10. The obligations of the Guarantor shall not be affected by any variations in the terms and conditions of the License Agreement or other documents or by extension of time of performance of any obligations granted to the Licensee or postponement / non-exercise / delayed exercise of any of its rights by DMRC against the Licensee or any indulgence shown by DMRC to the Licensee, and, the Guarantor shall not be relieved from its obligations under this Bank Guarantee on account of any such variation, extension, postponement, non-exercise, delayed exercise or omission on the part of DMRC or any indulgence by DMRC to the Licensee to give such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving the Guarantor.
  11. The Guarantee shall not be affected by any change in the constitution or winding up of the Licensee/the Guarantor or any absorption, merger or amalgamation of the Licensee / the Guarantor with any other person.
  12. The Bank agrees that DMRC at its option shall be entitled to enforce this guarantee during its currency against the Bank as a Principal Debtor in the first instance without proceeding against the Licensee and notwithstanding any security or other guarantee that DMRC may have in relation to Licensee's liabilities.
  13. The guarantee hereinbefore contained shall not be affected by any change in the constitution of the Bank or of the Licensee.
  14. The expressions "Bank" and "Licensee" hereinbefore used shall include their respective successors and assigns.
  15. The Bank also agree that this guarantee shall be governed and construed in accordance with Indian laws and subject to the exclusive jurisdiction of the courts at Delhi.
  16. Partial and Multiple drawings/withdrawals are permitted under this bank Guarantee.
  17. The Guarantor declares that it has power to issue this Guarantee and discharge the obligations contemplated herein and the undersigned is duly authorized to execute this Guarantee.
  18. This guarantee shall come into effect forthwith and shall remain in force upto
  19. Notwithstanding anything contained hereinabove:
    - a) Our liability under this Bank Guarantee shall not exceed and is restricted to Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only).
    - b) This Guarantee shall remain in force up to \_\_\_\_\_ .
    - c) Unless the demand/claim under this guarantee is served upon us in writing on or before \_\_\_\_\_ all the rights under this guarantee shall stand automatically forfeited and we shall be relieved and discharged from all

liabilities mentioned hereinabove.

**IN WITNESS WHEREOF THE GUARANTOR HAS EXECUTED THIS GUARANTEE ON THE DAY, MONTH AND YEAR FIRST ABOVE MENTIONED THROUGH ITS DULY AUTHORISED REPRESENTATIVE.**

For and on behalf of the \_\_\_\_\_ Bank. \_\_\_\_\_

Signature of authorized Bank official

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

I.D.No.: \_\_\_\_\_

Stamp/Seal of the Bank: \_\_\_\_\_

Signed, Sealed and Delivered for and on behalf of the Bank by the abovenamed \_\_\_\_\_ In the presence of:

In the presence of:

Witness-1

Signature \_\_\_\_\_ Name \_\_\_\_\_ Address \_\_\_\_\_

Witness-2

Signature \_\_\_\_\_ Name \_\_\_\_\_ Address \_\_\_\_\_

**Annexure-3****RULES AND GUIDE LINES FOR RELEASE OF ELECTRIC POWER**

1. Electric power required for commercial activity within footprint of metro station is required to be sourced from existing available source of DMRC at station; availing power supply from outside agencies in DMRC is not permitted. The disbursement of power at different stations shall be dealt with individually under separate connections.

2. The power supply connection released for commercial activity shall be from the available DMRC power network, which is reliable having adequate redundancy. DG supply will not be made available. The power fed shall be from normal source without backup network, licensees may however, provide UPS / Inverter at their cost if they so desire. Installation of DG set is not permitted.

3. Underground metro stations are already air-conditioned and hence separate AC is not required. In underground stations, installation of window / split AC generally are not permitted, in case of A/C requirement tapping of connection from chilled water line shall be given on chargeable basis subject to availability of spare capacity with DMRC and DMRC reserve the right for releasing spare chilled water capacity to the licensee. BTU meter will be provided by licensee for charging the electricity of delivering tonnage to licensee by applying suitable conversion formula; The work regarding the air-conditioning which includes tapping the water from the DMRC chilled water pipe line, AHUs, FCUs and other necessary installation for air-conditioning shall be done by Licensee. Generally the operating timing of chiller at underground metro station is from 0800 Hrs to 2130 Hrs. However, for elevated stations licensee may provide AC at his own cost conforming to detailed specifications attached at Annexure-D.

4. DMRC will attempt to provide electricity at the point nearest to location after getting application as per Annexure-A; licensee is required to undertake electrical work for extension of power from nominated source and as per cable layout plan released by Electrical O&M at the time of load sanction under DMRC supervision and complying all codal provisions listed DMRC specifications as per Annexure B, & upon payment of requisite fees of Rs. 10,000/- per feeder (one feeder with energy meter).

5. DMRC provides power supply up to leased premises on chargeable basis. Subject to completion of following work by the Licensee.

- Supply and laying of cable including end termination of suitable size (rating suitable for allowable electric load) FRLS for RC section and LSZH cable for UG section (from source to nearest point) as per standard specifications.
- Supply and fixing of meter box, energy meter with all necessary electrical safety equipment.

Licensee shall extend power supply from this Meter box at his own cost and work will be done by electrical contractor having a valid Electrical contractor certificate issued by Govt. of Delhi and NCR and shall provide installation last report as per Annexure-B. Please find attached list of approved makes and specifications to be complied for carrying out electrical works inside leased premises, Annexure-C. Licensee is also required to comply with necessary provision for fire safety in accordance with stipulations attached at Annexure-E. The work executed by licensee.

- shall be inspected by DMRC representative for ensuring compliance of specifications / stipulations of contract.

6. At the end of the contract (pre-mature surrender/termination, natural completion, etc.) all cable, energy meter, can be taken back by licensee without damaging any of the connected DMRC accessories i.e. cable trays, and false ceiling etc.

7. Power supply for fitment of leased area: If licensee desires they may seek an electrical connection for carrying out fitment of leased area only for limited period. Electrical O&M at its own cost shall provide a connection of 2KW each for every 100 sqmtr. of leased area in the lease premises at the total cost of Rs.2,500/- per seven days. This arrangement shall have provision of load limitation of 2KW only and the consumption shall be monitored and in the likely case of excess consumption, separate demand shall be raised and extra demand shall be calculated Rs.1250/- per KW for per week. Licensee may request for this connection to Electrical O&M through concerned controlling department

8. Permanent connection for giving the load as required by the Licensee is subject to availability of spare load to DMRC shall be given after ensuring all safety compliance and completion of electrical and fire safety works as per Annexure- E in leased premises in all respect i.e. complying to the necessary stipulations as specified in these documents, other relevant contract documents, applicable standards and ensuring that work executed by licensee is aesthetically pleasant. Format of application for electric connection and lists of document required is attached at Annexure-A.

9. TARIFF: Rate of electricity shall be charged from licensee which is applicable for concerned DISCOM from where DMRC is sourcing power.

## Annexure-A

## Format of Application for Power Supply

Name and Address of Licensee:-			
S. No.	Items	Details	Remarks
1	Station Name		
2	Reference to allotment letter (Copy to be attached)		
3	Load Requirement		
4	Details of submission of Advance Consumption Deposited as per load		
5	Details of Cable installed along with earthing (Make and rating) Attach cable test report		
6	Details of MCCB/MCB installed (make and rating)		
7	Details of ELCB installed (make and rating)		
8	Details of MDI / TOD Energy meter installed (Make and rating)		
9	Attach Original Meter Test Report	Yes <input type="checkbox"/> /NO <input type="checkbox"/>	
10	Energy Meter Sealed, if Yes Meter Seal No.		
11	Please confirm whether lockable meter box with earthing has been provided and sealed by DMRC representative.	Yes <input type="checkbox"/> /NO <input type="checkbox"/>	
12	Attach Cable layout plan (released by Electrical O&M)	Yes <input type="checkbox"/> /NO <input type="checkbox"/>	
13	Attach Electrical Declaration on Rs.100/- Non-judicial Stamp paper As per Annexure - F or G.	Yes <input type="checkbox"/> /NO <input type="checkbox"/>	
14	Please confirm whether fire extinguisher have been provided with make & specification		
15	All debris, waste material have been removed from installation	Yes <input type="checkbox"/> /NO <input type="checkbox"/>	

## Procedure

1. After ensuring completion of all electrical works as per stipulations and compliance of all safety requirements i.e. Fire safety, clearance by local fire service etc. Licensee shall apply for permanent connection to concerned PD / PB department in above form.
2. Electrical Department shall carry out inspection as per prescribed Performa at site and if found complied, permanent electric connection shall be released. Fire compliance depends on the size of PB/PD property premises, so detailed Fire inspection Performa is placed at Table-2 (Annexure-A).
3. Before execution of electrical work, licensee shall get inspected it's all material form E&M supervisor and licensee shall submit all corroborated documents regarding specifications as mentioned in Annexure-A.



## Annexure-B

## Electrical Installation Test Report

S.N.	Description	Details
1	Name & Address of the Licensee	
2	Location	
3	Shop / Unipay Payment (Kiosk) Machine / Stall No.	
4	Connected Load	
5	Energy Meter S. No. & Make (Manufacturer's test report is to be enclosed)	

It is certified that all the electrical work at above installation have been carried out in compliance to the IE rules, IE acts adhering to the safety norms, rules and regulations of DMRC & that of any other statutory body. All men and material and temporary earthing have been removed from our end & the installation is fit for energization.

I shall be responsible on behalf of Licensee for non-compliance of any of the above. Copy of my valid Govt. electrical contractor license is attached.

Seal & Signature of the Licensee

Seal & Signature of Electrical Contractor  
(Holding Valid Govt. License)

## SPECIFICATIONS FOR ELECTRICAL WORKS

1. Licensee is required to obtain prior approval of DMRC before carried out any work pertain to electrical & fire. The work is required to be executed as per IE rules and through a licensed Sub Contractor. All costs associated with provision electric till be borne solely by the licensee. The licensee hereby voluntarily and unequivocally agrees not to seek any claim, damages, compensation or any other consideration whatsoever on account of time and cost associated in making provision of electricity.
2. For Elevated station load up to 10 KVA shall given in single phase & in case of underground stations load upto 5KVA shall be given in single phase. Load above this it shall only be given in three phase. License is required to balance load at his end so that no unbalancing occurs at DMRC end.
3. Cables upto 6 Sq.mm. will be of copper conductor and above 6 Sq.mm. Aluminum conductor may be used. However in case of underground station use of Aluminum conductor cable is not allowed. Cables for single phase shall be three core, with one core as earth for the single phase, both for elevated and underground section of DMRC. For three phase load four core cable along with separate 2 nos. of 8 SWG GI wires shall be used for earthing. For underground stations 2 separate earth wire of 8 SWG copper conductor shall be used.
4. For, elevated stations all wires shall be FRLS. Cables shall be armored, XLPE, FRLS. In case of Underground, stations all wires and cables shall be armored XLPE, FRLSZH and conform to NFPA-70, and BS-6724 standard.
5. The meter along with MCB-& ELCB box will be metallic and without any holes. DPMCB & ELCB is required for single phase supply. TPN MCB and ELCB is required in case of three phase. ELCB, cables, MCB rating for main connection shall be as per table-1
6. Use of any PVC material is not permitted in the underground stations.
7. Licensee will provide a separate protection for their electric requirement with proper discrimination with upstream breaker.
8. All materials specification must follow standards, codes and specification as specified in Annexure-C, Table-I Annexure -C/I.
9. In case, the licensee draws power more than the sanctioned load, electricity connection may be disconnected. The electricity connection will be restored on first occasion only when licensee pays necessary penalty as per DERC norms and removes excess load. On the subsequent occasion, DMRC reserves the rights to revoke the license and forfeited the interest free security deposit.
10. Only Galvanized Cable tray, Conduit, Cable Ladder shall be allowed.
11. Internal wiring of luminaries (Light Fittings) and Signage in signage's panel shall also be FRLSZH in case of UG stations.
12. All Plastic accessories used in luminaries shall be non-flammable material, meeting all the NFPA requirements, preferable by UV and shall be suitable for application at UG station conforming to UL - 94 standards on flammability of material.

Table: 1 -- Rating of Electric Items

ELEVATED STATIONS	Power Requirement (KVA)	Rating of MCB (A, 10kA)	Rating of ELCB (A, mA)	Cable Size (Sq.mm.) DB to Licensee premises	
	0 - 0.1	0.5	16, 30	3 Core x 1.5	3 core Copper Conductor
	0.1 - 0.2	1	16, 30	3 Core x 1.5	
	0.2 - 0.5	2	16, 30	3 Core x 1.5	
	0.5 - 0.7	3	16, 30	3 Core x 1.5	
	0.7 - 0.9	4	16, 30	3 Core x 1.5	
	0.9 - 1.2	5	16, 30	3 Core x 1.5	
	1.2 - 1.4	6	16, 30	3 Core x 1.5	
	1.4 - 2.3	10	16, 30	3 Core x 2.5	
	2.3 - 3.7	16	16, 30	3 Core x 4	
	3.7 - 4.6	20	25, 30	3 Core x 4	
	4.6 - 7.4	32	32, 30	3 Core x 6	
	7.4 - 9.2	40	40, 30	3 Core x 10	Copper/Aluminum
	9.2 - 10.0	50	63, 30	3 Core x 16	
UNDER GROUND STATIONS	0 - 0.1	0.5	16, 30	3 Core x 4 Sq. mm Copper Conductor (for single phase)	
	0.1 - 0.2	1	16, 30	3 Core x 4 Sq. mm Copper Conductor (for single phase)	
	0.2 - 0.5	2	16, 30	3 Core x 4 Sq. mm Copper Conductor (for single phase)	
	0.5 - 0.7	3	16, 30	3 Core x 4 Sq. mm Copper Conductor (for single phase)	
	5.0 - 7.2	10	25, 30	4 Core x 6 Sq. mm Copper Conductor (for three phase)	
	7.2 - 10.0	16	25, 30	4 Core x 6 Sq. mm Copper Conductor (for three phase)	
	10.0 - 18.0	25	25, 30	4 Core x 10 Sq. mm Copper Conductor (for three phase)	
	18.0 - 25.0	40	40, 30	4 Core x 16 Sq. mm Copper Conductor (for three phase)	
	25.0 - 34.0	63	63, 30	4 Core x 25 Sq. mm Copper Conductor (for three phase)	
	34.0 - 40.0	63	63, 30	4 Core x 34 Sq. mm Copper Conductor (for three phase)	
	40.0 - 50.0	100	100, 30	4 Core x 50 Sq. mm Copper Conductor (for three phase)	

**Table: 2 Fire Safety measures**

<b>FIRE SAFETY INSPECTION CHECK-SHEET</b> <b>[ For Kiosk / Shops area up to 250 m<sup>2</sup> inside station building ]</b>			
PD/PB Licensee: _____ Floor Area _____ Floors : _____ Station: _____ Line: _____ Date: _____			
S N	CHECK POINT	OBSERVATION	REMARKS
<b>KIOSKS (up to 100 m<sup>2</sup> area)</b>			
<b>1</b>	<b>Provision of fire extinguishers</b>		
a	Up to 10 m <sup>2</sup> : One ABC 2 Kg fire extinguishers m		
b	Above 10 m <sup>2</sup> and below 50 m <sup>2</sup> : One ABC 4 Kg fire extinguisher		
c	Above 50 m <sup>2</sup> and below 100 m <sup>2</sup> : One ABC 4 Kg fire extinguisher and one 9 ltr water type		
<b>SHOPS (up to 250 m<sup>2</sup> area as integrated design part of metro station)</b>			
<b>1</b>	<b>Provision of fire extinguishers</b>		
a	Up to 10 m <sup>2</sup> : One ABC 2 Kg fire extinguishers		
b	Above 10 m <sup>2</sup> and below 50 m <sup>2</sup> : One ABC 4 Kg fire extinguisher		
c	Above 50 m <sup>2</sup> and below 100 m <sup>2</sup> : One ABC 4 Kg fire extinguisher and one 9 ltr water type extinguisher		
d	Above 100 m <sup>2</sup> and below 250 m <sup>2</sup> : Atleast two ABC 4 Kg fire extinguisher and two 9 ltr water type extinguisher		
<b>2</b>	<b>Provision of smoke detector</b>		
a	At true ceiling level provided by DMRC		
b	Below false ceiling provided by licensee and connected with station FACP		
c	Smoke detector/s available in each room		
<b>3</b>	<b>Provision of sprinklers</b>		
a	At true ceiling level provided by DMRC		
b	Below false ceiling provided by licensee and connected with station sprinkler line		
c	Sprinkler/s available in each room		
<b>OTHER CHECK POINTS</b>			
1	Any unsafe electrical works?		
2	Other applicable fire prevention, life safety and fire protection measures with respect to occupancy class is implemented ?		
3	Is good house-keeping practice followed ?		
<b>Note:</b> For bigger commercial spaces, i.e. More than 250 m <sup>2</sup> area, joint inspection will be conducted on the basis state fire service's issued directives and approved plan for execution by licensee.			
<b>DMRC Inspecting Officials Details:</b>  Sign : _____ Sign : _____ Name : _____ Name : _____ Emp ID : _____ Emp ID : _____ Department : Fire Wing Department : PD / PB		<b>Licensee Details:</b>  Sign : _____ Name : _____ Emp ID : _____ Licensee : _____	

## List of Approved Makes

S. No.	Item	Approved Makes
1.	GI Conduit Pipes	BEC, AKG, NIC, Steel Craft -- ISI Marked or any reputed make with prior approval of E&M department of DMRC.
2.	GI Conduit Accessories	Confirming to BIS as per approved samples
3.	Copper Conductor FRLS , PVC insulated wires (IS: 7098)	National, Ecko, Cords Cables, Finolex, Havells, Grandly, NICCO, Asian, Poly Cab or any reputed make with prior approval of E&M department of DMRC.
4.	Copper Conductor FRLSZH , insulated wires (BS-6724)	Polycab, Ducab Dubai, Cords Cables, KEI or any reputed make with prior approval of E&M department of DMRC.
5.	FRLS Cables (IS: 7098)	Fort Gloster, NICCO, Cords Cables, Finolex, Asian/RPG, KEI, Havells, Polycab, CCI, Universal or any reputed make with prior approval of E&M department of DMRC.
6.	FRLSZH , XLPE Cables (BS-6724)	Polycab, Ducab Dubai, Cords Cables, KEI or any reputed make with prior approval of E&M department of DMRC.
7.	Switches & Socket outlets	Crabtree, Anchor, MDS, LK (Schneider) or any reputed make with prior approval of E&M department of DMRC.
8.	MCB, RCCB (ELCB)	L&T Hager, MDS, Siemens, GE, Merlin-Gerin, ABB, Schneider or any reputed make with prior approval of E&M department of DMRC.
9.	Distribution Boards	L&T Hager, MDS, Siemens, ABB, INDO, ASIAN, Havells, GE, Schneider or any reputed make with prior approval of E&M department of DMRC
10.	Energy Meters with MDI/TOD (pre-paid)	L&T, Secure, Ducati or any reputed make with prior approval of E&M department of DMRC.
11.	Luminaries (only LED Lights use)	Philips / Schrader / Osram / Bajaj / Thorn / Crompton or similar with the prior approval of E&M department of DMRC.

Note: - DMRC reserve the right to set tested all material from any govt. lab and licensee shall be bear cost of third party testing.

Licensee is required to use only approved make as mentioned above. However in case of any difficulty for procurement of cable of above make, Licensee shall submit detailed catalogue, technical specification, test reports of alternate make for approval to Electrical O&M HOD, only after its approval the alternate makes shall be allowed.

**Annexure-D****SPECIFICATION OF AIR CONDITIONER**

Split type air conditioners conforming to IS:1391(Part-2)-1992 with amendment No.1 fitted with hermetically sealed air compressor operating on refrigerant R-22 suitable for wall mounting and conforming to following specifications. Split AC shall be preferably five star rated. Approved names are Hitachi / O-general / Daikin / Carrier.

**General Technical Requirements:-**

1. Air conditioners shall be suitable for 230V, 50 Hz single phase AC supply, capable of performing the functions as Cooling, Dehumidifying, Air circulating and Filtering.
2. The air conditioners shall be fitted with hermetically sealed type suction cooled reciprocating or discharge cooled rotary compressor (as applicable), compressor unit operating on Refrigerant R-22 with suitable rated capacitor start electric motor. It shall be equipped with overload protection. These shall be mounted on resilient mountings for quiet operation. The compressor shall conform to IS: 10617 part (1)-1983 (amendment 1 & 2). Rotary compressor shall be covered by manufacturers test certificate.
3. The air conditioners shall be complete with automatic temperature control and cut - in and cut out etc. for temperature range 16 degrees to 30 deg. C. The differential of the thermostat for cut-in and cut-out shall not be greater than +/- 1.75 deg. C. The Air conditioners may either be provided with adjustable step-less type mechanical thermostat or electronic thermostat as per IS: 11334:1981.
4. The filter pads provided shall be washable.
5. The cabinet of the evaporator unit and condensing unit shall be made from galvanized steel sheet of 1.0mm thick with galvanized coating thickness of 120 gm / sq. mtr and shall be provided with stiffness for robust construction and shall have rounded corners, steel parts/front panel etc. shall have stove-enameled finish preceded by undercoat of anti-corrosive primer paint phosphating and through cleaning-of the surface. Alternate methods of corrosion protection like plastic powder coating, electrostatic painting are also acceptable in lieu of stove enameled finish.
6. Overall power factor of the unit shall be at least 0.81 at capacity rating test -conditions.
7. Maximum power consumption of the split air conditioners shall be at capacity rating test conditions.
8. Galvanized sheet shall conform to IS:277/2003.
9. Standard evaluation of cooling capacity shall be done by connecting indoor and outdoor units with piping of 5 mtrs. length with six bends of standard radius. Connecting copper tubing shall have dimensions suitable for the compressors offered with model.
10. Refrigerant used shall be Freon-22.
11. Inbuilt protection in IDU against electrical faults shall be provided. Compressor current shall not flow through Indoor units.
12. The indoor units made of ABS/HIPS shall be of flame retardant and impact resistant life. ABS/HIPS indoor unit cabinet shall pass inflammability test— requirement for Grade V 0 as per UL-94. For impact resistance the unit duly packed, when dropped from a height of 1 Mtr. shall show no damage.
13. Display shall be LED/LCD and provided on indoor unit or on Handset or on both. These displays shall be selectable.
14. Remote control (Cordless) shall be provided with one On/Off timer, selecting Fan speed (Three speeds) and setting up of-temperature.
15. Installation of pipes, Insulation and cables beyond 6Mtrs, if required:
  - i) Suction line copper pipe of 0.70mm thickness.
  - ii) Liquid line copper pipe of 0.70mm thickness.
  - iii) Expanded polyethylene foam or other suitable insulation tubing for suction line copper pipe.
  - iv) Drain pipe (15mm dia flexible PVC pipe).
  - v) Suitable capacity 2 core PVC insulated copper wire 2.5mm to electrically connect both the units with each other.

16. Installation: Location of ODU is to be finalized after approval from DMRC. The installation at site shall comprise the following work:
- (i) Mounting/Fitting indoor & outdoor units at the respective locations.
  - (ii) Laying refrigerant—piping and connecting both the units after drilling hole/holes in the wall, if required. The thickness of the copper tubing shall not be less than 0.70mm.
  - (iii) Insulating the suction pipe with expanded polyethylene foam 5mm tubing or other suitable.
  - (iv) Laying 15mm drain pipe to throw out the condensate water being formed in the indoor unit and connecting it to station drain.
  - (v) Leak testing the entire system.
  - (vi) Charging Refrigerant-gas in the unit.
  - (vii) Suitable electric wiring between indoor and outdoor, upto switch AT location of indoor unit. Switch/Soc.ket/Plug are also included.

**Annexure-E****Fire Safety Requirements**

Kiosks: This category includes ATMs, Retails Outlet provided as bare space for a maximum area of 100 Sq m. Under this category, only fire Extinguishers are required is detailed in below in Table--1

TYPE & SPECIFICATAION: BIS approved stored pressure extinguisher as per IS 15681:2006 and of type 'A', 'BC' or 'ABC' conforming to risk protection as per IS 2190:1992. (Kg and Liters can be converted in same ratio i. e. 5Kg = 9 Liters) Extinguishing medium inside extinguishers must be of their respective approved IS specification and of capacity:-		
AREA		
Up to 10 Sq. m.	Above 10Sq. m. and below 50 Sq. m.	Above 50 Sq. m. and below 100 Sq. m.
One Fire Extinguisher of 2 KG capacity	One Fire extinguisher of 4 KG capacity	Two Fire extinguishers, one of 5 KG and another of 9 Liters Water Type

The existing shops up to an area of 250 Sq. m. are integrated design part of a Metro Station. In addition to other Fire Safety measures each shop is to be provided with Fire Extinguisher as per Table-2.

For Shops of area above 100 Sq. m. and less than 250 Sq. m., fire Extinguishers of capacity 10 KG and another of 18 Liters Water, these should be distributed in at least four units at two places remote to each other.

For bigger spaces, Licensee is required to obtain details of recommended suppression and detection system from DMRC in the beginning.



## Declaration

[For Elevated Stations - On Non Judicial Stamp Paper of Rs. 100/-] (Duly notarized)

I \_\_\_\_\_, son/daughter/wife of \_\_\_\_\_ Resident of \_\_\_\_\_ (hereinafter referred to as the "Bidder", which term shall mean and include executors, administrators, heirs, successors and assigns), do hereby swear and declare as under:

OR

\_\_\_\_\_, a company incorporated under the provision of the Companies Act 1956, a sole proprietorship, a partnership having its registered office at \_\_\_\_\_ (hereinafter referred as "Bidder", which expression shall unless repugnant to the context or meaning thereof, include its successors and assigns), do hereby swear and declare as under:

That the Bidder is an occupant of the premises no. \_\_\_\_\_ at \_\_\_\_\_ having taken the premises from DMRC on the terms and conditions agreed to with DMRC which include that DMRC may supply electricity as a part of the lease or license of the premises, based on the commercial arrangement.

The Bidder has requested the DMRC to provide an electricity connection at the above-mentioned premises in the Bidder's name for the purpose mentioned in the application form.

The Bidder hereby agrees and undertakes:

1. That the Bidder desires to have and agrees with DMRC to take supply of energy for the above mentioned purpose, for a period of not less than two years from the date of commencement of supply and to pay for the energy so supplied and all other charges at the rates set out in the concerned State Electricity Regulatory Commission's Tariff Schedule and the miscellaneous charges for supply as may be in force from time to time, including advance Consumption Deposit etc.
2. That the Bidder shall have no objection for the DISCOMs to carry out Inspections of the Bidders' Meters & Equipments & Any Observation made by such Agencies, Which are acceptable to DMRC, shall be binding on the Bidder for Attention/Compliance.
3. That DMRC shall be entitled to disconnect the supply of energy by issuing a disconnection notice in writing, to the Bidder, if the Bidder is in default of payment of the due charges.
4. That the Bidder shall pay the full amount mentioned in the Monthly/Bi-monthly Consumption Bill as raised by DMRC before the last date mentioned in such Monthly./Bi-monthly Bill. Licensee shall provide Test Report/Calibration report in regard to Energy Meter installed. DMRC may ask Licensee to recalibrate the Energy Meter whenever considered necessary.
5. That all or any taxes/duties, as may be levied on the supply of electricity to the Bidder by DMRC, shall be paid and borne by the Bidder.
6. That the Bidder agrees that DMRC would accept an application from the Bidder for reduction in load only after two years from the original sanction. All applications for load enhancement by the Bidder would be dealt with by DMRC as a new connection and DMRC would follow the procedure as in the case of a new connection.
7. That DMRC shall have the right to recover the fixed charges due as per applicable tariff for the remaining contracted period in case the contract is terminated prior to the expiry of the contracted period.
8. That all the electrical work done within the Bidder's premises including wiring, power outlets and gadgets are used and maintained properly for guarding against short

circuits/fires and are as per the Indian Electricity Rule, 1956 and other applicable laws, statutory provisions and standards in force at the time, and indemnify DMRC against any loss accrued to the Bidder on this account. Further, the Bidder agrees that if there is any harm/loss to the property of DMRC or to any other third party due to fault in the electrical work, outlets or apparatus within the premises of the Bidder, all the loss shall be borne by the Bidder.

9. To pay DMRC all costs and expenses that DMRC may incur by reason of a fresh service connection being given to the Bidder.
10. To indemnify DMRC against all proceedings, claims, demands, costs, damages and expenses that DMRC may incur by reason of a fresh service connection given to the Bidder.
11. To be bound by DMRC's conditions of supply, and all applicable acts and rules.
12. That DMRC shall not be responsible for any interruption/diminution of supply.
13. Others :
  - 13.1 Licensee shall have to provide a Low voltage switch-board with MCBs& ELCB's of required capacity with Electronics Static Energy Meters having provision of MDI, TOD etc. of required capacity at his cost conforming to relevant BIS standards and of approved make along with test certificate shall be arranged by the Bidder. The meter shall sealed by DMRC, either within the premises of the Bidder or at a common meter room/board. Bidder shall not tamper with or disturb the meter in any manner whatsoever, and shall be responsible for its safety (if installed within his premises).
  - 13.2 DMRC shall provide supply, if available, at one fixed point as per DMRC plan. All cabling work to tap off the supply from the fixed point and to avail it within his premises shall be done by the Bidder.
  - 13.3 Only FRLS/FRLSZH (as applicable) cable of required size shall be used for tapping off supply from DMRC fixed supply to Licensee premises in rigid GI Conduit pipe.
  - 13.4 Licensee shall also do wiring within his shop/stall by using GI conduit or fire resistance PVC casing/caping. The Licensee shall use FRLS/FRLSZH copper/aluminum wire of the required size (the wiring scheme, the type of wiring, size of wires, various loads, plug point, light fan etc. shall be as per DMRC's approval).
  - 13.5 DMRC shall provide Power Supply of single phase, 230V, 50Hz for a max. connected load up to 10kW, Electrical load requirement exceeding 10 KW shall be given on 3-phase, 415V, 50Hz subject to availability.
  - 13.6 Licensee shall be given only normal power supply available in station premises. Licensee may use suitable voltage stabilizers and power factor correction equipment as per his requirement. DMRC shall not be providing any standby power supply from station DG set or UPS.
  - 13.7 Licensee shall not be permitted to use any standby Diesel Generator Sets. Licensee shall only be the permitted to use standby UPS/Inverter system shall also be taken as a part of total connected load.
  - 13.8 The Total Demand Load& Total Connected load shall be treated as same. Licensee shall have to pay applicable demand charges as per the Total Connected Load Only.
  - 13.9 Licensee shall use Energy efficient lighting& shall provide proper Lighting fixtures, Lamps, Electronic Ballast etc. Licensee shall provide uniform & good illumination level not less than 100 Lux in any case.
  - 13.10 Licensee shall use reputed Brand/make Electrical wiring and switch gear items. The Electrical Contractor/agency at Licensee's cost shall carry the entire work. DMRC's representative may inspect and supervise the work.

- 13.11 Licensee shall provide proper Earthing connection as per the applicable standards and shall terminate the same to the DMRC's Distribution Board or to any other place as directed by the DMRC. Installation Test Report issued by licensed electrical wiring contractor in the prescribed format (available with the application form) and countersigned by the Bidder shall be submitted by the Licensee. Every shop/ property Development area must have enough Fire Extinguishers as stipulated.
  - 13.12 Licensee shall not be allowed to provide Room Heating appliance of any kind.
  - 13.13 The power shall be supplied normally at the rate of 0.5 KVA/Sq.Mtr. of space licensed out. Minimum load to be given shall be 2 KVA on which the demand charges as applicable shall be paid by the Licensee. Additional power up to 10 kW on single phase and thereafter on three phase system if required by the Licensee shall be supplied subject to availability at an additional cost and conditions to be stipulated by DMRC.
  - 13.14 In case, Licensee draws power more than the connected load, his electricity connection shall be disconnected. The electricity connection shall be provided back on first occasion only when Licensee pays necessary penalty as per State ERC norms and removes excess load. On the subsequent occasion, DMRC reserves the right to revoke the license and forfeit the interest free security deposit after adjustment of all dues what so ever.
  - 13.15 In case, the Licensee is found misusing Electricity or tampering with the Energy meter, suitable action shall be taken to respective State Electricity Act.
- 
14. That the Bidder shall have no objection at any time to the rights of DMRC to supply energy to any other consumer from the service line or apparatus installed on the Bidder's premises.
  15. That the supply shall be used for the purpose that it has been sanctioned by DMRC and shall not be misused in any way to serve any other purposes.
  16. That the supply shall not be extended/ sublet to any other premises.
  17. That the Bidder's industry/trade has not been declared to be obnoxious, hazardous/pollutant by any Government agency and that no court orders are being infringed by grant of applied electricity connection at the Bidder's premises.
  18. That DMRC shall be at liberty to adjust the electricity consumption charges along with any other charges against the consumption deposit paid by the Bidder, in the event of termination of the agreement prior to the expiry of the contracted period or in case of any contractual default.
  19. That DMRC shall be at liberty to transfer the dues remaining unpaid by the Bidder, after adjusting the advance consumption deposit, to other service connections(s) that may stand in the Bidder's name.
  20. To allow clear and unencumbered access to the meters for the purpose of meter reading, maintenance, inspection, checking, testing etc.
  21. That DMRC shall be entitled to disconnect the service connection under reference in the event of any default and /or non-compliance of statutory requirements and/or in consequence of legally binding order by statutory authority(ies)/court of Law, without prejudice to the DMRC's rights to exercise its rights under law including that of getting its due payments as on the date of connection. The Bidder undertakes to pay penalty imposed by DMRC on its own discretion for the damages caused to the leased property on account of any default or non-compliance of any statutory requirements.

22. That all details furnished in this Requisition form are true to the Bidder's knowledge. If any information is found incorrect at a later date, the company shall have the right to withhold/disconnect supply, as the case may be, and forfeit the advance consumption deposit.
23. The Bidder acknowledges and accepts that the relationship of the Bidder with DMRC is not that of a consumer and a Licensee but that of a commercial arrangement where the Bidder has taken on lease/license premises of DMRC and the Electricity connection is being provided as a part of the above arrangement.

The Bidder further agrees that this declaration given by him shall be construed as an agreement with the DMRC to the above effect.

Date:

Place:

Signature of Bidder  
(Full name)

Signed and delivered in the presence of:

Witness 1

Signature\_\_\_\_\_

Full Name\_\_\_\_\_

Complete Address\_\_\_\_\_

Phone No.\_\_\_\_\_

Witness 2

Signature\_\_\_\_\_

Full Name\_\_\_\_\_

Complete Address\_\_\_\_\_

Phone No.\_\_\_\_\_

List of Documents to be submitted along with Declaration

1. Installation Test Report issued by licensed electrical wiring contractor in the prescribed format (available with the application form) and countersigned by the Bidder.
2. Proof of allotment of the space/area leased out by DMRC in the form of the following:
  - a) Allotment/possession letters, Lease deed
  - b) General Power of Attorney together with proof of ownership of the executor.  
{Applicable in case of company}

## DECLARATION

[For Under Ground Stations - On Non judicial stamp paper of Rs. 100/-] (Duly notarized)

I \_\_\_\_\_, son/daughter/wife of \_\_\_\_\_ Resident of \_\_\_\_\_ (hereinafter referred to as the "Bidder", which term shall mean and include executors, administrators, heirs, successors and assigns), do hereby swear and declare as under:

OR

\_\_\_\_\_, a company incorporated under the provision of the Companies Act 1956, a sole proprietorship, a partnership having its registered office at \_\_\_\_\_ (hereinafter referred as "Bidder", which expression shall unless repugnant to the context or meaning thereof, include its successors and assigns), do hereby swear and declare as under:

That the Bidder is an occupant of the premises no. \_\_\_\_\_ at \_\_\_\_\_ having taken the premises from DMRC on the terms and conditions agreed to with DMRC which include that DMRC may supply electricity as a part of the lease or license of the premises, based on the commercial arrangement.

The Bidder has requested the DMRC to provide an electricity connection at the above-mentioned premises in the Bidder's name for the purpose mentioned in the application form.

The Bidder hereby agrees and undertakes:

1. That the Bidder desires to have and agrees with DMRC to take supply of energy for the above mentioned purpose, for a period of not less than two years from the date of commencement of supply and to pay for the energy so supplied and all other charges at the rates set out in the concerned State Electricity Regulatory Commission's Tariff Schedule and the miscellaneous charges for supply as may be in force from time to time, including advance Consumption Deposit etc.
2. That the Bidder shall have no objection for the DISCOMs to carry out Inspections of the Bidders' Meters & Equipments & Any Observation made by such Agencies, Which are acceptable to DMRC, shall be binding on the Bidder for Attention/Compliance.
3. That DMRC shall be entitled to disconnect the supply of energy by issuing a disconnection notice in writing, to the Bidder, if the Bidder is in default of payment of the due charges.
4. That the Bidder shall pay the full amount mentioned in the Monthly/Bi-monthly Consumption Bill as raised by DMRC before the last date mentioned in such Monthly./Bi-monthly Bill. Licensee shall provide Test Report/Calibration report in regard to Energy Meter installed. DMRC may ask Licensee to recalibrate the Energy Meter whenever considered necessary.
5. That all or any taxes/duties, as may be levied on the supply of electricity to the Bidder by DMRC, shall be paid and borne by the Bidder.
6. That the Bidder agrees that DMRC would accept an application from the Bidder for reduction in load only after two years from the original sanction. All applications for load enhancement by the Bidder would be dealt with by DMRC as a new connection and DMRC would follow the procedure as in the case of a new connection.
7. That DMRC shall have the right to recover the fixed charges due as per applicable tariff for the remaining contracted period in case the contract is terminated prior to the expiry of the contracted period.

8. That all the electrical work done within the Bidder's premises including wiring, power outlets and gadgets are used and maintained properly for guarding against short circuits/fires and are as per the Indian Electricity Rule, 1956 and other applicable laws, statutory provisions and standards in force at the time, and indemnify DMRC against any loss accrued to the Bidder on this account. Further, the Bidder agrees that if there is any harm/loss to the property of DMRC or to any other third party due to fault in the electrical work, outlets or apparatus within the premises of the Bidder, all the loss shall be borne by the Bidder.
9. To pay DMRC all costs and expenses that DMRC may incur by reason of a fresh service connection being given to the Bidder.
10. To indemnify DMRC against all proceedings, claims, demands, costs, damages and expenses that DMRC may incur by reason of a fresh service connection given to the bidder.
11. To be bound by DMRC's conditions of supply, and all applicable acts and rules.
12. That DMRC shall not be responsible for any interruption/diminution of supply.
13. Others
  - 13.1 From the DMRC DB to main MCB / MCB of shops only XLPE insulated armored copper conductor FRLS/ LSZH (as applicable) cables shall be used. Licensee shall have to provide a Low voltage switch-board with MCBs& ELCB's of required capacity with Electronics Static Energy Meters having provision of MDI, TOD etc. of required capacity at his cost conforming to relevant BIS standards and of approved make along with test certificate shall be arranged by the Bidder. The meter shall be installed and sealed by DMRC, either within the premises of the Bidder or at a common meter room/board (Common meter room is locked & key, access is not permitted to licensee). Bidder shall not tamper with or disturb the meter in any manner whatsoever, and shall be responsible for its safety.
  - 13.2 DMRC shall provide supply, if available, at one fixed point as per DMRC plan. All cabling work to tap off the supply from the fixed point and to avail it within his premises shall be done by the Bidder. Approval shall be taken from DMRC O&M wing. The Licensee hereby voluntarily and unequivocally agrees not to seek any claim, damage, compensating or any other consideration what so ever on account of time and cost associated in making provision of electricity.
  - 13.3 That the use of any PVC material is not permitted in the underground stations.
  - 13.4 Licensee shall also do wiring within his shop/stall/KIOSK by using GI conduit. The Licensee shall use FRZHLS copper wire of the required size (the wiring scheme, the type of wiring, size of wires, various loads, plug point, light, fan etc. shall be as per DMRC's approval).
  - 13.5 DMRC shall provide Power Supply of single phase, 230V, 50Hz for a max. connected load up to 10 KW, Electrical load requirement exceeding 10 KW shall be given on 3-phase, 415V, 50Hz subject to availability.
  - 13.6 Licensee shall be given only normal power supply available in station premises. Licensee may use suitable voltage stabilizers and power factor correction equipment as per his requirement. DMRC shall not be providing any standby power supply from station DG set or UPS.
  - 13.7 Licensee shall not be permitted to use any standby Diesel Generator Sets. Licensee shall only be the permitted to use standby UPS/Inverter System with maintenance free battery. The Load of such standby UPS/Inverter system shall also be taken as a part of total connected load.
  - 13.8 The Total Demand Load & Total Connected load shall be treated as same. Licensee shall have to pay applicable demand charges as per the Total Connected load only.

- 13.9 Licensee shall use Energy efficient lighting & shall provide proper Lighting fixtures, Lamps, Electronic Ballast etc. Licensee shall provide uniform & good illumination level not less than 100 Lux in any case.
- 13.10 Licensee shall provide proper Earthing connection as per the applicable standards and shall terminate the same to the DMRC's Distribution Board or to any other place as directed by the DMRC. Installation Test Report issued by licensed electrical wiring contractor in the prescribed format (available with the application form) and countersigned by the Bidder shall be submitted by the Licensee.
- 13.11 Fire Extinguisher: Every shop/ property Development area must have enough Fire Extinguishers as stipulated.
- 13.12 Licensee shall not be allowed to provide Room Heating appliance of any kind.
- 13.13 The power shall be supplied normally at the rate of 0.2 KVA/sq. m. of space licensed out. Minimum load to be given shall be 2 KVA on which the demand charges as applicable shall be paid by the Licensee. Additional power up to 5 KVA on single phase and thereafter on three phase system if required by the Licensee shall be supplied subject to availability at an additional cost and conditions to be stipulated by DMRC.
- 13.14 In case, Licensee draws power more than the connected load, his electricity connection shall be disconnected. The electricity connection shall be provided back on first occasion only when Licensee pays necessary penalty as per State ERC norms and removes excess load. On the subsequent occasion, DMRC reserves the right to revoke the license and forfeit the interest free security deposit after adjustment of all dues what so ever.
- 13.15 In case, the Licensee is found misusing Electricity or tampering with the Energy meter, suitable action shall be taken as per respective State Electricity Act.
14. That the Bidder shall have no objection at any time to the rights of DMRC to supply energy to any other consumer from the service line or apparatus installed on the Bidder's premises.
15. That the supply shall be used for the purpose that it has been sanctioned by DMRC and shall not be misused in any way to serve any other purpose.
16. That the supply shall not be extended/sublet to any other premises.
17. That the Bidder's industry/trade has not been declared to be obnoxious, hazardous/pollutant by any Government agency and that no court orders are being infringed by grant of applied electricity connection at the Bidder's premises.
18. That DMRC shall be at liberty to adjust the electricity consumption charges along with any other charges against the consumption deposit paid by the Bidder, in the event of termination of the agreement prior to the expiry of the contracted period or in case of any contractual default.
19. That DMRC shall be at liberty to transfer the dues remaining unpaid by the Bidder, after adjusting the advance consumption deposit, to other service connection(s) that may stand in the Bidder's name.
20. To allow clear and unencumbered access to the meters for the purpose of meter reading, maintenance, inspection, checking, testing, etc.
21. That DMRC shall be entitled to disconnect the service connection under reference in the event of any default and/or non-compliance of statutory requirements and/or in consequence of a legally binding order by statutory authority(ies)/Court of Law, without prejudice to the DMRC's rights to exercise its rights under law including that of getting its due payments as on the date of connection. The Bidder undertakes to pay penalty

imposed by DMRC on its own discretion for the damages caused to the leased property on account of any default or non-compliance of any statutory requirements.

22. That all details furnished in this Requisition form are true to the Bidder's knowledge. If any information is found incorrect at a later date, the company shall have the right to withhold /disconnect supply, as the case may be, and forfeit the advance consumption deposit.
23. The Bidder acknowledges and accepts that the relationship of the Bidder with DMRC is not that of a consumer and a Licensee but that of a commercial arrangement where the Bidder has taken on lease/license premises of DMRC and the Electricity connection is being provided as a part of the above arrangement.
24. The Bidder further agrees that this declaration given by him shall be construed as an agreement with the DMRC to the above effect.

Date:

Place:

Signature of Bidder  
(Full name)

Signed and delivered in the presence of:

Witness 1

Signature\_\_\_\_\_

Full Name\_\_\_\_\_

Complete Address \_\_\_\_\_

Phone No.\_\_\_\_\_

Witness 2

Signature\_\_\_\_\_

Full Name\_\_\_\_\_

Complete Address \_\_\_\_\_

Phone No.\_\_\_\_\_

List of Documents to be submitted along with Declaration

1. Installation Test Report issued by licensed electrical wiring contractor in the prescribed format (available with the application form) and countersigned by the Bidder.
2. Proof of allotment of the space/area leased out by DMRC in the form of the following:
  - a) Allotment/possession letters, Lease deed
  - b) General Power of Attorney together with proof of ownership of the executor.  
{Applicable in case of company}



**Annexure-4**

No. ....

Dt. \_\_/\_\_/\_\_

**Undertaking regarding payments through RTGS/NEFT/ECS mode in PB Agreement**

**The license agreement between Mr./Mrs./Miss/M/s. \_\_\_\_\_ (name of the Licensee/ Company/ Party) and DMRC Ltd. executed on Dt. \_\_\_\_\_.**

**Lease out No. and Customer ID \_\_\_\_\_ (as mentioned in invoice).**

I/We \_\_\_\_\_ (name of the Licensee/Company/Party) have been made to understand that payments of contract shall be acceptable to M/s DMRC Ltd. in the form of Bank Draft/ Pay Order/ Demand Draft only and in case, I/We \_\_\_\_\_ intend to make payments through RTGS/NEFT/ECS procedures the same shall require prior approval of DMRC as per the terms and conditions detailed as under:

1. RTGS/NEFT/ECS mode of payments shall require prior approval of DMRC for which Licensee/ Party/ Company must take consent from the Property Business Cell of DMRC Ltd. in the standard format attached at Annexure-III(1).
2. Once DMRC has given their approval, the party must intimate every time before submission of any payment through RTGS/ NEFT/ ECS at least seven (7) days prior to due date for making payment in prescribed format attached at Annexure-4(1). DMRC shall give their consent within two working days within the receipt of aforesaid intimation for submission of request as per Annexure-4(2).
3. In case of any delay in receipt of aforesaid intimation mentioned at above Point No. 2, DMRC reserve the right for refusal to accept payments through RTGS/ NEFT/ RTGS mode of payments.
4. In event of Licensee/ Party/ Company's non-compliance to the aforesaid requirements, DMRC shall take action as under:
  - a.) In the absence of any details from Licensee/ Party/ Company for consideration of DMRC amount received from the party shall not be accounted for and party shall continue pay interest/ penalty on the outstanding as per the provision of contract.
  - b.) In case of receipt of payment with incomplete details payment received shall be adjusted /allocated in the following order:
    - i) All the statutory dues/ taxes shall be adjusted first.
    - ii) All payments made by DMRC on behalf of Licensee/ Party/ Company such as water/ electricity/ maintenance charges/ annual maintenance charges etc. shall be adjusted after the adjustment statutory dues/ taxes as mentioned in Point No. 4.b.i above.
    - iii) All previous outstanding dues existing on date of receipt of payment including interest/ penalty imposed.
    - iv) Sum remaining after adjustments as per above Point No. (i) to (iii) above shall be adjusted against lease rent/ space rent/ license fee as per the terms of contract.
    - v) In case amount received is even shorter than statutory dues, the Licensee shall be liable to pay all the penalties as declared/ decided by the statutory bodies or as applicable under the provisions of law. In addition to this, Licensee/ Party/ Company shall also attract penalties as per the provisions of license agreements. Repeated violations of aforesaid instructions shall be treated as non performance/ breach of agreement and under the provisions of license agreement may attract maximum penalty of termination of license agreement.

I/We \_\_\_\_\_ (name of the Licensee/ Company/ Party) hereby agree to the above mentioned procedure/ terms and conditions related to submission of payments through RTGS/NEFT/ECS mode.

**Date:** \_\_/\_\_/\_\_

**Name and designation of authorized representative of Licensee/ Party/ Company**

**Annexure-4(I)****FORMAT FOR INTIMATION FOR DEPOSITION OF PAYMENTS VIA RTGS/NEFT/ECS IN PB CONTRACTS**

1. Name and address of Licensee/ Party/ Company \_\_\_\_\_
2. Customer ID \_\_\_\_\_
3. Lease out No \_\_\_\_\_
4. Invoice No. and Date \_\_\_\_\_
5. Period of Invoice \_\_\_\_\_
6. Head/item wise details of payment to be submitted as described in the invoice

Item No.	Description/Head details	Period	Amount
<b>Gross amount to be deposit</b>			
<b>Less statutory deductions such as TDS, VET, S. Tax etc.</b>			
<b>Net amount to be deposit</b>			

7. TDS registration No. of client/Licensee \_\_\_\_\_
8. S. Tax registration No. of client /Licensee \_\_\_\_\_
9. D.VAT registration No. of client /Licensee \_\_\_\_\_

**Note:** DMRC's authorized bank name and account No. to which payments to be made—**M/s Union Bank of India, Branch at: F-14/15, Connaught Place, New Delhi-110001, IFSC Code UBIN0530786, MICR Code 110026006, A/C No. 307801110050003**

**Name and designation of authorized representative of Licensee/ Party/ Company**

**All Licensees Parties/ Companies are directed to give complete compliance to this and ensure to deposit the details at least seven days before of due date of making payments as mentioned in invoice for approval of DMRC.**

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**To be filled by DMRC Officials**

The aforesaid details is checked and verified by Manager/AM-Property Business and is **approved/ disapproved** for submission through ECS/RTGS/NEFT, with following observations:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

Licensee is hereby directed to submit confirmation of deposition of payment before the due date.

Dated: \_\_\_\_/\_\_\_\_/\_\_\_\_

Signature of Manager/AM-Property Business

**Annexure-4(II)**

**FORMAT FOR APPROVAL FOR SUBMISSION OF PAYMENTS VIA RTGS/NEFT/ECS IN PB CONTRACTS**

To,

Delhi Metro Rail Corporation Ltd.  
O/o- JGM/ Property Business.  
3<sup>rd</sup> Floor, Metro Bhawan,  
Barakhamba Road,  
Delhi – 110 001

Sub: Request for approval for submission of payments via RTGS/ NEFT/ ECS in our contract with DMRC.

Ref: 1.) The license agreement between Mr./Mrs./Miss/M/s.\_\_\_\_\_ (name of the Licensee/ Company /Party) and DMRC Ltd. executed on Dt.\_\_\_\_\_.  
2.) Lease out No. and Customer ID \_\_\_\_\_ (as mentioned in invoice).

Sir,

- 1.) With reference to above mentioned subject matter, it is requested that kindly allow us to avail the RTGS/NEFT/ECS mode of payment for deposition of payments against aforementioned license agreement.
- 2.) That, I/we \_\_\_\_\_ (Name of Licensee/ authorized representative of Company/ Party/ Licensee) have understood the terms and conditions related to deposition of payments via RTGS/ NEFT/ ECS mode.
- 3.) That, I/we also voluntarily agree to submit the format for intimation for deposition of payments via RTGS/NEFT/ECS in Property Business contracts seven (7) days before due date as mentioned in invoice or last date for submission of payments as per the terms and conditions of license agreement every time for approval of DMRC Ltd. for making payments via RTGS/NEFT/ECS mode.
- 4.) After making payments, I/we shall also undertake to submit the details with payment confirmation before due date.
- 5.) I/we also understand that in case of non-compliances, it shall be considered as breach of agreement and action shall be taken as per the terms and conditions of license agreement.

Thanking you

**Name and designation  
of authorized representative  
of Licensee/ Party/ Company**

**To be filled by DMRC Officials**

On the request for the \_\_\_\_\_ (name of Licensee/ Party/ Company), they are allowed to deposit the payment via RTGS/ NEFT/ ECS mode in DMRC's authorized bank name and account No. to which payments to be **made M/s Union Bank of India, Branch at: F-14/15, Connaught Place, New Delhi-110001, IFSC Code UBIN0530786, MICR Code 110026006, A/C No. 307801110050003** subject to submission of format for intimation for deposition of payment via RTGS/NEFT/ECS in PB contracts every time seven (7) before due date for approval of DMRC Ltd. and submission of confirmation of deposition of payments before the due date.

Dated: \_\_\_\_/\_\_\_\_/\_\_\_\_

**Signature of Manager/AM-Property Business**

## Annexure-5

**Factors Governing Selection of Permissible Advertisements****Factors Governing Selection of Permissible Advertisements**

The Licensee shall take into account the following aspects while selecting advertisements and abide by all the instruction of the authorized DMRC representative on the same:

- a) The advertiser is prohibited from carrying information or graphic or other items relating to alcohol and tobacco products.
- b) The advertiser will have no objectionable and indecent portrays of people, products or any terms.
- c) The use of DMRC name, logo or title without prior written permission is strictly prohibited. No co-branding with the Licensor is allowed without prior permission.
- d) No Surrogate advertisement is permitted unless application for placement of the same is accompanied by "no objection certificate" from the Ministry of Information and Broadcasting.
- e) Advertisements pertaining to achievements of different Governments, their Departments, Ministries, Government Undertakings, other Authorities or Political Parties shall be permitted. However, no advertisement of any political party, person violating "Model Code of Conduct" shall be allowed during the period, whereby, "Model Code of Conduct" has been enforced by Election Commission. Further, no advertisement which violates "Model Code of Conduct" shall be permitted during the period whereby "Model Code of Conduct" have been enforced by Election Commission. **It should be ensured that all political parties and candidates get equitable opportunities to have access to such advertisement spaces for election related advertisement during election period and such spaces should not be dominated / monopolized by any particular party(ies) or candidate(s). Fair and equal opportunity has to be given to all parties / candidates.**
- f) Station naming and Co-branding shall not be allowed.
- g) **Any type audio advertisement including from/in digital media shall not be allowed.**
- h) **No political advertisement shall be displayed /pasted at the space provided on lease for commercial advertisement during the period of Modal code of conduct. If there is any political advertisement in the provided space, the same shall be removed immediately on enforcement of the Modal code of Conduct.**
- i) All advertisement/creative must be approved by DMRC before display in metro premises.
- j) **Negative list of Advertisements:** the licensee shall take into account that the following types of advertisements are strictly prohibited:
  - I. Nudity
  - II. Racial advertisements or advertisements propagating caste, community or ethnic differences.
  - III. Advertisements of drugs, alcohol, cigarette, or tobacco items.
  - IV. Advertisement propagating exploitation of women or child.
  - V. Advertisements having sexual overtone.
  - VI. Advertisements depicting cruelty to animals.
  - VII. Advertisements depicting any nation or institution in poor light.
  - VIII. Advertisements banned by the Advertising Council of India or by Law.
  - IX. Advertisements glorifying violence.
  - X. Advertisements of destructive devices and explosives depicting items, weapons and related items.
  - XI. Lottery tickets, sweepstakes entries and slot machines related advertisements.
  - XII. Advertisements which may be obscene or contain pornography or contain an "indecent representation of women".
  - XIII. Advertisements which may be defamatory, trade libelous, unlawfully threatening or unlawfully harassing.

## Annexure-6

### LIST OF ABBREVIATIONS USED IN THE TENDER DOCUMENT

1.	AoA:	Article of Association
2.	DD:	Demand Draft
3.	DMRC:	Delhi Metro Rail Corporation Ltd.
4.	DVAT:	Delhi Value Added Tax
5.	Dy. GM/PB:	Deputy General Manager/Property Business
6.	EMD:	Earnest Money Deposit
7.	ID Card:	Identity Card
8.	KVA:	Kilo Volt Ampere
9.	KW:	Kilo Watt
10.	LF:	License Fee
11.	LOA:	Letter of Acceptance
12.	MoA:	Memorandum of Association
13.	MoU:	Memorandum of Understanding
14.	MRTS:	Mass Rapid Transport System
15.	NIT:	Notice Inviting Tender
16.	DD:	Demand Draft
17.	PO:	Pay Order
18.	PoA:	Power of Attorney
19.	SD:	Interest Free Security Deposit/ Performance Security
20.	Sqm:	Square meter
21.	ST:	Service Tax
22.	TOM:	Ticket Operating Machine (Ticketing Counters)
23.	CCC:	Customer Care Centre
24.	LED:	Light Emitting Diode
25.	LCD:	Liquid Crystal Display
26.	JV:	Joint Venture
27.	RTGS:	Real Time Gross Settlement
28.	NEFT:	National Electronic Funds Transfer
29.	BG:	Bank Guarantee
30.	FDR:	Fixed Deposit Receipt

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