

Price: Rs. 590
(Inclusive GST)

JAIPUR METRO RAIL CORPORATION LTD.

LEASING OUT SPACE AT THE JAIPUR METRO STATIONS FOR BANK ATMs

RFP DOCUMENT



JAIPUR METRO

Jaipur Metro Rail Corporation Ltd.
Khanij Bhawan, Udyog Bhawan Premises,
Tilak Marg, C-Scheme, Jaipur -302005
Website: www.jaipurmetrorail.in
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DISCLAIMER

The information contained in this Request for Proposal document (“RFP”) or subsequently provided to Bidders, whether verbally or in documentary or any other form by or on behalf of the Authority or any of its employees or advisers, is provided to Bidders on the terms and conditions set out in this RFP and such other terms and conditions subject to which such information is provided.

This RFP is not an agreement or an offer by the Authority to the prospective Bidders or any other person. The purpose of this RFP is to provide interested parties with information that may be useful to them in the formulation of their Bids pursuant to this RFP. This RFP includes statements, which reflect various assumptions and assessments arrived at by the Authority in relation to the Work. Such assumptions, assessments and statements do not purport to contain all the information that each Bidder may require. This RFP may not be appropriate for all persons, and it is not possible for the Authority, its employees or advisers to consider the objectives, technical expertise and particular needs of each party who reads or uses this RFP. The assumptions, assessments, statements and information contained in this RFP, may not be complete, accurate, adequate or correct. Each Bidder should, therefore, conduct its own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments and information contained in this RFP and obtain independent advice from appropriate sources.

The Authority, its employees and advisers make no representation or warranty and shall have no liability to any person including any Bidder under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this RFP or otherwise, including the accuracy, adequacy, correctness, reliability or completeness of the RFP and any assessment, assumption, statement or information contained therein or deemed to form part of this RFP or arising in any way in this Selection Process.

The Authority also accepts no liability of any nature whether resulting from negligence or otherwise however caused arising from reliance of any Bidder upon the statements contained in this RFP. The Authority may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumption contained in this RFP. The issue of this RFP does not imply that the Authority is bound to select a Bidder or to appoint the Selected Bidder, as the case may be, for the Work and the Authority reserves the right to reject all or any of the Bids without assigning any reasons whatsoever.

The Bidder shall bear all its costs associated with or relating to the preparation and submission of its Bid including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by the Authority or any other costs incurred in connection with or relating to its Bid. All such costs and expenses will remain with the Bidder and the Authority shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by an Bidder in preparation or submission of the Bid, regardless of the conduct or outcome of the Selection Process.

1. INTRODUCTION

- i. Jaipur Metro Rail Corporation Limited (JMRC) is a Government of Rajasthan Undertaking, incorporated under the Companies Act, 1956, having its registered office at Khanij Bhawan, Behind Udyog Bhawan, Tilak Marg, C-Scheme, Jaipur (Rajasthan)-302005.
- ii. JMRC started its commercial operations on its first line from Mansarovar to Chandpole (Phase 1A) from 3rd June, 2015, with the mission of providing a safe, green, comfortable and fast mass rapid urban transit system to the capital city of Rajasthan.
- iii. Phase 1A is of 9.6 km in length, with eight elevated and one underground station, at approximately one km intervals. Phase 1B, a 2.4 Km stretch from Chandpole to Bari Chopar (underground), is under construction at present.
- iv. Development of stations as transit hubs will lead to proliferation of commercial activities such as retail, hospitality, offices, banks etc., which will increase footfalls and also lead to increased cash requirement at these areas.
- v. JMRC desires to facilitate commuters and also generate revenue from non-fare revenue sources like advertisement and property development which have already been started with successful contracts towards advertisement inside trains, advertisement inside all metro stations, outdoor advertisement on pillars and stations, and in process of leasing out retail space in all metro stations. With this aim, JMRC wants to select banks for installation of ATM facilities for commuters, on leased out retail spaces on Jaipur Metro Stations.
- vi. More than 50000 sq. ft. of retail space is located in the non-paid area of 9 metro stations of Phase 1A, has been planned for commercial activities.

2. NOTICE INVITING PROPOSAL

Jaipur Metro Rail Corporation (JMRC) invites Bids for leasing out space for installation of Automated Teller Machines (ATMs) at 5 (FIVE) Metro Stations of Phase-1A, for a period of 5 years (extendable to 7 years), in accordance with details mentioned in the Scope of Work.

You are requested to submit your Proposal as per the terms and conditions set forth in this document.

Schedule to the invitation of RFP:

S. No.	Item	Particulars
i.	Designation and address of the authority inviting RFP	Chairman & Managing Director, JMRC, Jaipur.
ii.	RFP No	F.1(81)/JMRC/DC/Rev/ATM/2017-18/10 dated: 04.04.2018
iii.	Date of Issue of RFP through email to Banks, on Web Site of JMRC (www.jaipurmetrorail.in) & SPPP portal (sppp.raj.nic.in)	04/04/2018

iv.	Date of Commencement of Sale of Bid Document at JMRC office	04/04/2018
v.	Site Visit : Bidders (with authorisation/ ID proof from a banking Institution) may proceed directly to the Metro Stations as per the schedule given opposite and contact the JMRC representative there who will show them the ATM locations.	After pre-bid meeting, the willing bidders may visit ATM locations. JMRC shall co-ordinate the visit.
vi.	Pre-bid Conference*	1130 Hrs. of 12/04/2018 at JMRC Conference Hall, 3 rd Floor, Khanij Bhawan, Tilak Marg, C-Scheme, Jaipur
vii.	Last date and time for Submission of Queries *	16/04/2018 (1700 Hrs)
viii.	Last Date for Replies to Queries	18/04/2018
ix.	Last date and time for issue/downloading of Bid Document including clarifications/ amendments, if any.	10/05/2018 (1200 Hrs)
x.	Last date and time for Depositing Bid	10/05/2018 (1500 Hrs)
xi.	Date and time for opening of Technical Bid* *	10/05/2018 (1530 Hrs) (in Conference Hall of JMRC)
xii.	Date and time for opening of Financial Bid of Technically qualified bidders	Subsequent to Technical Bid opening (Date to be intimated later)
xiii.	Minimum Validity of Bid	90 days from the date of opening of Financial Bid
xiv.	Scope of RFP	Leasing out space at 5 Jaipur metro stations for bank ATMs
xv.	Duration of Lease Agreement(s) pursuant to this RFP	Initially for Five years with an option of extension for 2 additional years at the discretion of Bank.

Note:

*The dates of the Site Visit, Pre-bid Conference and Query Submission/reply are tentative and may be changed at the discretion of JMRC. However, all these dates would be at a reasonable time before the last date for deposit of the Bid. In case of change of schedule of these events, the changed schedule would be indicated on the JMRC website.

**If due to any exigency, the due date for opening of the Bids is declared a closed holiday, the Bids will be opened on the next working day at the same time and place or on any other day/time, as intimated by the JMRC.

- I. All bidders or their authorised representatives may attend the opening of the Technical Bids.
- II. Bid Document and subsequent clarifications on bid terms, if any, can be down loaded from JMRC website www.jaipurmetrorail.in. Keep visiting this website for any subsequent clarifications & modifications, as the same will be issued only through this website.

Executive Director (Corp. Affairs)

3. DEFINITIONS

In this RFP, the following expressions shall have the meaning stated herein:

"Agreement" means The Contract/ Licence Agreement to be executed between JMRC and Selected Bank, subsequent to the Letter of Award as per the format at Annexure- V;

"Addendum" means any written amendment to this RFP, from time to time issued by JMRC to the Interested Parties;

"Affiliate" shall mean, with respect to any person, any other person directly or indirectly controlling, controlled by or under common control with such first person;

"Applicant(s)/Bidder(s)" means interested Bank(s) (or its Affiliate) submitting a Proposal pursuant to this RFP;

"ATM Space" means designated space at Jaipur Metro Stations for leasing out to Bank(s) for installation and operation of ATM(S);

"Authority" means Jaipur Metro Rail Corporation;

"Authorised Signatory" of the Bidder shall mean the person with Bidder Authorisation.

"Bidder Authorization" shall mean the authorization to the person signing the bid as per Annexure VI - Power of Attorney in favour of the person signing the bid;

"Bidding Process" shall mean the process as detailed in this RFP;

"Conditions of Award" shall mean the conditions as specified in Clause 4 to be fulfilled by the Selected Bidder, for the award of the Lease;

"Contact Person" shall mean the single contact point from the Bidder's side with whom the Authority will interact with regard to this Bidding process.

"Corporation" means Jaipur Metro Rail Corporation;

"Entry /Exit" means the designated space(s) at each entry /exit(s) of Metro Stations for the purpose of installation of ATMs in accordance with the spaces demarcated for the purpose in the drawings attached with this RFP and as tabulated in Clause 12(ii). There are two such entry/exits at each of the Metro Stations with two ATM Spaces at each entry /exit except at Chandpole Metro station, where only one ATM space at each entry/exit is available.

"Jaipur Metro" means Jaipur Metro Rail Corporation;

"JMRC" means Jaipur Metro Rail Corporation;

"Letter of Award" means the written notice issued by JMRC to the Selected Bidder(s) intimating the acceptance of Selected Bidder's Proposal for the award of Lease;

"Lessee Bank(s)" shall mean the bank(s) with which JMRC signs lease agreement(s) for operating ATMs in furtherance of this bidding process;

“Prohibited Practices” shall be as defined in Clause 14 of this RFP;

"Proposal(s)" shall mean a valid, final and binding offer comprising Technical Proposal, Financial Proposal, Earnest Money Deposit and other documents as required under this RFP to be part of the bid/proposal submitted by the respective Bidders, in response to and on the terms and conditions contained in this RFP;

“RFP” means this Request For Proposal for leasing out space at 5 metro stations for bank ATMs;

“NTP” means notice to proceed i.e., letter to be given to Bank for installation/operation of ATM subsequent to signing of agreement pursuant to this RFP;

“Selected Bank(s)/Bidder(s)” means Bank(s) selected for establishing ATMs at Jaipur Metro Stations as per the Scope of Work defined in this document pursuant to the RFP Process;

“Site Visit” means the visit of Bidders or their authorised representatives to the Five Metro Stations for the purpose of viewing the designated spaces for ATMs, together with officials from JMRC authorised for the purpose.

4. ELIGIBILITY OF BIDDERS

Eligibility Criterion	Documents required to substantiate the same
The Bidder must be a Scheduled Banking institution	a. Registration certification of the firm/Certificate of incorporation etc. b. Articles of Association & Memorandum of Association (If applicable) c. Copy of Banking License issued by RBI.

5. SUBMISSION OF PROPOSAL

The Proposal duly filled in and complete in all respects must be submitted in a sealed envelope at the JMRC office clearly marked as **“CONFIDENTIAL”** and **“RFP FOR LEASING OUT SPACE AT JAIPUR METRO STATIONS FOR BANK ATM”**, addressed to:

*Executive Director (Corporate Affairs),
Jaipur Metro Rail Corporation Ltd,
2nd Floor, RSIC Wing, Udyog Bhawan,
Tilak Marg, C-Scheme, Jaipur*

and to be dropped in the Bid Box labelled for the purpose and kept at 2nd Floor, JMRC Office at the address given above.

Bids received after last time and date will not be considered. Bids sent by FAX, post or e-mail will not be considered.

RFP No. and Date of opening of Technical Bid must also be endorsed on this envelope. Please also indicate on the cover itself the name, full address, telephone numbers and e-mail of the Contact Person.

This sealed envelope should contain the two separately sealed envelopes, respectively containing the Technical and Financial Bids, and marked clearly as **“Part-A: Technical Bid for LEASING OUT SPACE AT JAIPUR METRO STATIONS FOR BANK ATMS”** and **“Part-B: Financial Bid for LEASING OUT SPACE AT JAIPUR METRO STATIONS FOR BANK ATMS”**, respectively.

a) Submission of Part-A: Technical Bid

This Part should contain the Technical Bid consisting of **a copy of this ‘Request for Proposal’** with each page duly filled in and signed by the Bidder in acceptance of the terms and conditions therein, along with **all due Annexure** as detailed below **duly filled**, all required **documents in support of eligibility, EMD and cost of Bid document**, if downloaded, or **receipt of payment of Bid document cost**, if purchased. All documents should be signed by the Bidder.

No price bid should be indicated at any place in the Technical Bid, or the Proposal shall be summarily rejected.

The Technical Bid should include:

RFP document	: All pages of the RFP document along with Annexures (as below) duly signed as a token of acceptance
Annexure – I	: Check List of Documents to be enclosed
Annexure – II	: Declaration for Acceptance of Terms & Conditions of the RFP
Annexure –III	: Bidder Profile and Documents to substantiate eligibility of the bidders as required in the RFP.
Annexure – IV	: Statement giving details of entry/exit(s) and ATM Space(s) bid for and EMD
Annexure –V	: Draft Lease Agreement
Annexure –VI	: Power of attorney duly signed and notarised, if applicable
Annexure –VIII	: Format of Bank Guarantee for Security Deposit
Annexure –IX	: Drawings of 5 Metro Stations Depicting ATM Spaces
Annexure –X	: Rules & guidelines for release, upkeep & maintenance of electric power to lessee /private parties in JMRC premises
Cost of Bid Document	: Proof of payment of Bid Document Cost, if purchased Or : Payment of Rs. 590 (Inclusive GST) in prescribed form towards Bid Document Cost, if downloaded
EMD	: In prescribed form

b) Submission of Part-B : Financial Bid

This Part should contain the Financial Bid(s) for ATM Space(s) at 5 Jaipur Metro Stations in the prescribed Format(s) as per Annexure-VII. Bidders who wish to bid for ATM spaces should submit separately filled financial bids for each ATM space, in two separately sealed envelopes clearly super-scribed “Financial Bid for particular ATM space respectively and these envelopes should be placed inside the common covering envelope for the financial bid (i. e., Part-B: Financial Bid.). The financial bid for ATM should be filled in the format given as Annexure-VII.

6. PRE-BID CONFERENCE

For the purpose of affording bidders an opportunity to obtain clarifications and/or give suggestions with regard to this RFP and bid process, a pre-bid conference shall be held as per the schedule indicated in the Clause “Notice Inviting Proposal.”

For post conference queries regarding this RFP, the following officer of JMRC may be contacted:

Joint General Manager (Revenue),
Jaipur Metro Rail Corporation Ltd.
Khanij Bhawan, Udyog Bhawan Premises,
Tilak Marg, C-Scheme, Jaipur
Tel. No.0141-5192407, 7728895893
Email: jgmrev@jaipurmetrorail.in

- i. Queries should be submitted through e-mail or in writing by the dates prescribed in Notice Inviting Proposal.
- ii. JMRC may issue clarification /amendments on its own or in response to queries.
- iii. JMRC may or may not reply to queries at its discretion.

- iv. Queries / request for clarification submitted after the prescribed last date and time may not be taken into consideration.
- v. Responses/ clarifications shall only be issued through uploading on JMRC's website www.jaipurmetrorail.in. Prospective bidders are advised to keep visiting this website for updates.

7. COST OF BID DOCUMENT

- i. The BID should be submitted in the prescribed Bid document, which may be purchased for Rs. 590(inclusive GST) in form of Cash or DD/Banker Cheque drawn in favour of JMRC, payable at Jaipur. The cost of the Bid document is non-refundable.
- ii. BID format may also be downloaded from JMRC website: www.jaipurmetrorail.in or may be downloaded / printed from the email sent by JMRC. The printout of the downloaded BID document from the website shall be taken on A-4 size paper and the details are to be entered as per the requirement of the RFP. The cost of the BID document downloaded from the website is required to be deposited along with the Bid in the form of a DD/ Banker's Cheque of Rs. 590, failing which Bid will be rejected.

8. EARNEST MONEY DEPOSIT (EMD)

- i. EMD as per Annexure-IV in the form of Demand Draft/Bankers Cheque, drawn on any scheduled commercial bank (except regional rural banks and local area banks) in favour of Jaipur Metro Rail Corporation Ltd., payable at Jaipur, shall form part of the bid.
- ii. The EMD of unsuccessful Bidders will be refunded / returned within 30 days after signing of the Lease Agreement with the respective successful Bidder(s) with regard to the entry/exit(s) bid for by the respective unsuccessful bidder or after the expiry of the validity of the offer (unless extended), whichever is earlier. No interest shall be paid on the EMD.
- iii. The EMD of successful Bidder(s) shall be adjusted against Security Deposit or refunded after deposition of the Security Deposit, as the case may be.
- iv. Bidders submitting bids for ATM/ATM(s) shall submit separate EMDs for each ATM space, indicating the amount, and reference number of each EMD in the proposal. Insufficient /wrong EMD submitted for one of the ATM(s) shall not invalidate the bid for the other ATM(s), provided the bid for other ATM is covered by adequate EMD in the prescribed mode.

9. INSTRUCTIONS TO BIDDERS

- i. The bidder can bid for one or more ATM as may be required by him
- ii. The Bid shall be filled in blue/black ball pen only.
- iii. Bids should be forwarded by Bidders under their original letter head, furnishing details like complete postal & e-mail address and contact details of their office.
- iv. If any change/addition/deletion is made by the Bidder in the RFP document and if the same is detected at any stage even after the award of the Bid, full Earnest Money Deposit/Security Deposit will be forfeited and the contract will be terminated at the risk and cost of the Bidder/Lessee Bank.
- v. Alterations or overwriting, if any, should be legible and signed by the bidder alongside such alterations or overwriting. However, whitener should not be used for any alterations.

- vi. The Lease Rent must be quoted both in words and figures in the Financial Bid. If there is any difference in words and figures, the amount quoted in words shall be considered.
- vii. Bids received after the last time and date for depositing Bid shall not be considered.
- viii. If some of the document/annexure(s) is/are missing, the Corporation has the right to reject the Bid as invalid Bid.
- ix. Site visit has been planned for the Bidders to get specific idea about respective ATM Space(s) as per schedule given in the NIB. For site visit, bidders (with authorisation/ ID proof from a banking Institution) may proceed directly to the Metro Stations and contact the JMRC representative there who will show them the ATM Space(s).
- x. The proposal shall not contain any conditional discount offer or any revenue share percentage etc. Bids containing such offers will be summarily rejected.
- xi. For the proper evaluation of the proposal, if clarifications are found to be necessary JMRC may at its discretion, ask for such clarification and bidder shall be obliged to provide such clarifications within the time specified by JMRC.
- xii. No additional condition(s) from the bidder shall be accepted.
- xiii. The bid shall contain all documentation of technical eligibility criteria as well as Financial offer as per this RFP.
- xiv. Any Bid not accompanied by valid Earnest Money Deposit and the cost/proof of payment towards Bid document, in acceptable form will be liable to be treated as being non-responsive.
- xv. The entire Earnest Money Deposit is liable to be forfeited:
 - a. if the Bidder withdraws or amends or impairs or derogates from the Bid in any respect within the period of validity of its Bid or any extension thereof;
 - b. if the Selected Bidder does not accept the offer within the prescribed time;
 - c. if the Selected Bidder does not sign the Lease Agreement(s) within the prescribed time; or/and
 - d. if the Selected Bidder does not submit the Security Deposit for any or all of the ATM spaces it is selected for.

The decision of JMRC in this respect shall be final and binding.

- xvi. Bids complete in all respects must be received at the address given in the Clause 5 of this RFP, not later than the time and date indicated therein. JMRC may, at its discretion, extend this deadline for the submission of Bids by amending the RFP Document and in that case all rights and obligations of JMRC and the Bidders previously subject to the original deadline shall thereafter be subject to the deadline as extended.
- xvii. The Bidder will be bound by the details furnished by it to JMRC while submitting the Bid or at subsequent stage. In case any of such documents furnished by it is found to be false at any stage, it would be deemed to be a breach of terms of contract making it liable for legal action besides termination of Lease.
- xviii. At any time prior to the deadline for submission of Bid, JMRC may, for any reason, whether at its own initiative or in response to clarifications requested by a Bidder, modify the Bidding Document by the issuance of addenda/corrigenda.

- xix. Any addendum/corrigendum thus issued will be sent in writing through email only to all those who have purchased the Bidding Document besides being hosted on the JMRC website www.jaipurmetrorail.in.
- xx. In order to afford the Bidders reasonable time for taking an addendum/corrigendum into account, or for any other reason, JMRC may, in its sole discretion, extend the Last time and date of Bid submission.
- xxi. The Bid and all related correspondence and documents in relation to the Bidding Process shall be in English language. Supporting documents and printed literature furnished by the Bidder may be in any other language provided that they are accompanied by translations of all the pertinent passages in the English language, duly authenticated and certified by the Bidder. Supporting materials, which are not translated into English, may not be considered. For the purpose of interpretation and evaluation of the Bid, the English language translation shall prevail.
- xxii. JMRC may at its sole discretion and at any time during the processing of Bid, disqualify any bidder from the Bidding process if the bidder has :—
- Submitted the Bid after the prescribed date and time of submission of bids.
 - Made misleading or false representations in the forms, statements and attachments submitted in proof of the eligibility requirements.
 - If found to have a record of poor performance such as abandoning works, not properly completing the contract, inordinately delaying completion, being involved in litigation or financial failures, etc.
 - Submitted Bid document, which is not accompanied by required documentation and Earnest Money Deposit (EMD) or is non-responsive.
 - Failed to provide clarifications related thereto, when sought.
 - Submitted more than one bid for one ATM.
- xxiii. JMRC, in its sole discretion and without incurring any obligation or liability, reserves the right, at any time, to;
- 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;
 - consult with any Bidder in order to receive clarification or further information;
 - retain any information and/ or evidence submitted to the JMRC by, on behalf of, and/ or in relation to any Bidder; and/ or
 - Independently verify, disqualify, reject and/ or accept any and all submission or other information and/ or evidence submitted by or on behalf of any Bidder.
- xxiv. It shall be deemed that by submitting the bid, the bidder agrees and release the JMRC, 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 herewith and waives any and all rights and/or claims it may have in this respect, whether actual or contingent, whether present or future.
- xxv. No further discussion /interface will be held with the bidders whose bids have been Rejected/ Disqualified / Technically Disqualified.

10. EVALUATION OF BIDS

- i. The bids will be opened at the time, date and place as specified in the Clause 2 (Notice inviting proposal) of this RFP in the presence of Bidders or their authorized representatives who choose to attend the opening of Bid. The bidders or their authorized representatives who are present to witness the Bid opening shall sign a register evidencing their attendance as a witness to the Bids opening process. In the event of the specified date of Bid opening being declared a holiday, the Bids will be opened on the next working day at the same time and place or on any other day/time, as intimated by the JMRC.
- ii. Only Technical Bids will be opened first and JMRC will evaluate technical Bids as per criteria set forth in this RFP document.
- iii. Financial Bids will remain unopened and will be held in the custody of the Bidding Authority until the time of opening of the Financial Bids. The time and date of opening of Financial Bid for the ATM(s) shall be communicated to technically qualified bidders through email/phone in case the Financial Bids are not opened on the same day as the Technical Bids. The technically qualified bidders may attend the opening of the Financial Bid for the concerned ATM(s), if they so desire.
- iv. The Financial Bids of only those Bidders who clear the Technical evaluation stage for the ATM(s) will be evaluated. The bidders or their authorized representatives who are present to witness the Financial Bid opening shall sign a register evidencing their attendance as a witness to the Financial Bid opening process. In the event of the specified date of Financial Bid opening being declared a holiday, the Financial Bids will be opened on the next working day at the same time and place or on any other day/time, as intimated by the JMRC.
- v. Bidder may bid for any or all of the 7 ATM(s) at the Metro Stations as per .The Financial Bid shall be evaluated separately for each ATM space. The Bidders whose Bids are responsive, complete and in accordance with the RFP Document shall be evaluated, with reference to each ATM space. Out of these, the bidder whose bid is the highest will be finally selected and adjudged as the successful Bidder for the particular ATM space.
- vi. The Letters of Award shall be issued to the successful bidder, and in case bidder fails to accept the LOA or fails to sign the Lease Agreement within the prescribed time, it shall still be disregarded and the next highest bidder may then be considered as successful bidder and in such case.
- vii. In case two or more responsive Bidders for the same ATM space(s), have quoted the same lease rent, which is also the highest lease rent offered, then all such bidders will be given an opportunity to revise their financial bid by submitting fresh financial bid(s) in a sealed cover, which shall necessarily be higher than the previous bid. The revised financial bid shall be submitted by the date and time as notified to the concerned Bidders.
- viii. In case two or more responsive bidders again quote the same Lease Rent(s) in their revised Financial Bids, then JMRC will resort to an open auction among the same Bidders (i.e., who have quoted the same Lease Rent) and the bidders for respective bid(s) whose offers are highest, shall be declared as successful bidders. The date and time of auction will be notified to the concerned Bidders.
- ix. Notwithstanding anything contained in the RFP Document, the Authority reserves the right to:

- accept any Bid not necessarily highest
- reject any Bid
- reject all Bids and annul the bidding process

without assigning any reason at any point of time before issuance of a Letter of Award, without incurring any liability.

11. AWARD OF CONTRACT

- i. The Successful Bidder(s) shall be notified through Letter(s) of Award (LOA) sent through fax /e-mail to be confirmed in writing by Registered/Speed Post/ By hand that its /their Bid has been accepted.
- ii. Upon receipt of the 'Letter of Award', the Successful Bidder(s) shall return one copy of the Letter of Award duly and unequivocally accepted, signed and stamped by its authorized signatory within 10 days from the date of issue of Letter of Award along with Security Deposit as per Clause 13 of this RFP. Seperate Lease Agreement would be executed between the Successful Bidder and JMRC for each ATM space as per the format given in Annexure V. The Lease Agreement(s) should be signed by the Successful Bidders(s) within 15 days from the date of issue of the Letter of Award. Till the signing of the Lease Agreement(s), the LOA shall form a valid and binding contract between the Lessee and the Authority as per terms of this RFP.

12. SPECIAL CONDITIONS OF CONTRACT (SCC)

I. DURATION OF LEASE PERIOD

- a) The tenure of each Lease period will be initially for 5 years from the date of NTP. This may be extended on the same terms & conditions up to two further years, i.e., a total lease period of 7 years. Such extension would be at the discretion of the Bank.
- b) A separate application for extension of lease period in respect of each ATM space would require to be submitted to JMRC by the Lessee Bank(s) wishing for such extension, 4 months in advance of the expiry of the original lease period of 5 years. A Letter of Extension shall be issued by JMRC to the Lessee Bank(s) with regard to the particular ATM Space(s). The Lessee Bank(s) shall have to submit the Security Deposit for the extended period as prescribed in Clause 13(iii) of this RFP and execute a Lease Agreement for the extended period.

II. DETAILS OF ENTRY/EXIT(S) AND ATM SPACE(S)

The details of entry/exit(s) and ATM Space(s) to be leased out are as given below:

S. No.	Name of the Station Entry/Exit	ATM Space Code	Carpet Area (in sq.m.)	Estimated Monthly Lease Rent for ATM Spaces	Drawing Ref. Number (Annexure IX)
1.	Mansarovar Station	AMS-03	5.00	28090	Annexure – IX (A)
2.	Shyam Nagar	ASN-01	4.39	28090	Annexure – IX (B)
3.	Ram Nagar	ARN-01	4.21	28090	Annexure – IX (C)
4.		ARN-03	5.00	23596	
5.	Railway Station	ARS-01	4.97	35393	Annexure – IX (D)
6.		ARS-03	4.42	33708	
7.	Sindhi Camp	ASC-01	4.07	33708	Annexure – IX (E)

Note:

1. All of these ATM spaces are located on the Unpaid Areas of the Metro station premises at concourse level, one on each Entry/Exit side.
2. The Estimated Monthly Lease Rent for the ATM Spaces earmarked shall be as per above table.
3. The EMD for all the ATM spaces shall be as per Annexure-IV.
4. Notice to Proceed (NTP) for installation of each ATM will be handed over to the successful Bidder immediately on completion of desired formalities as per this RFP. Also, no NTP shall be issued before signing of Lease Agreement and submission of Security Deposit.
5. The Lessee Bank shall have to complete installation of the ATM on or before the expiry of 45 days from the date of issue of NTP for the particular ATM space.
6. On the day of the Site Visit at the respective Stations, the ATM Spaces will be shown to the Bidders.
7. JMRC shall provide suitable space for V-SAT dish antennae at rooftop apart from ATM space as above without any additional charges. If that space for VSAT is not suitable for bank due to signal connectivity, JMRC will provide alternate space for V-SAT (to be decided mutually) to bank without any additional charges.
8. JMRC undertakes that at each entry/exist of every Metro Station not more than two ATM spaces shall be allotted in unpaid area.
9. The carpet area mentioned in the table above is approximate & there may be minor changes on actual site basis.

III. GENERAL TERMS & CONDITIONS

- a) By submitting the Proposal, the Bidder agrees to all the points explicitly included in the scope of work & all other terms & conditions mentioned in the RFP.
- b) Banks are allowed to install additional ATMs / other kind of machines of same Bank and JMRC will charge nothing extra for these machines installed within the allotted ATM space. However, due to installation of these additional machines, if the requirement of total electric load exceeds 5 KW for that ATM space, then JMRC will charge the Bank for the expenditure required to be incurred to arrange for extra electric load, on actual basis.
- c) In exceptional circumstances, JMRC reserves to itself the right to change the location of ATM installed at the specified ATM spaces at any time and may at its discretion call upon the Lessee to shift the ATM to an alternative space within the premises. In such a case, the Lessee shall be bound to shift the ATM immediately and accept the said alternate location identified in the premises. Reasonable recompense of the cost of such shifting shall be reimbursed by JMRC to the Lessee by adjustment against payment due to JMRC against Lease Rent. An assessment of such reasonable cost of shifting would have to be submitted by the Lessee to JMRC for approval within one week of the notice to shift. The decision of JMRC with regard to the amount of reimbursement shall be final.
- d) Bank can use the space inside the ATM space to advertise or display its own brand or products, but it is not allowed to use that space to advertise or display other brands or products, in any manner.

- e) Banks will be allowed to construct the cabin as per their own requirement within the dimensions demarcated for the ATM space allotted to them. JMRC shall provide space on as is where is basis as mentioned in Annexure-IX of the RFP.
- f) Only Lessee paying the Lease rent and electricity bill regularly and adhering to its obligations under the terms and conditions of this RFP and the consequential Lease Agreement(s) shall utilise the scheduled space during the Lease period.
- g) The Lessee shall maintain a complaint book in a prominent place in the premises and in such a way that it is easily accessible to any person who wishes to record any complaint and the said book shall be open for inspection by the authorised officials of JMRC.
- h) In case ATM is not functional or not dispensing cash, and there are repeated complaints from the commuters, the Lessee will be accordingly notified. If such complaints become too frequent and the ATM is not serving the purpose for which it has been permitted to be installed, JMRC reserves the right to terminate the contract in full or part.
- i) All Metro Stations will have a security set up including CCTV coverage. But since ATMs are located in non-paid areas of the Station, where access is not controlled by Metro security, the Lessee Bank shall make proper arrangements and be responsible for the safety / security of their ATM(s), including such measures as security personnel, CCTV cameras, etc., as may be required by law applicable to ATMs.

Bank's security guard will be allowed to stay at ATMs only during the operation hours of the Metro for all ATMs installed at concourse level and the street level ATMs within the rolling shutter. For ATMs on street level outside the rolling shutter which are accessible to public for 24 hours, the banks are allowed to keep their security for 24 hours. The Lessee Bank(s) shall make proper arrangements and be responsible for the safety / security of their ATM(s), including such measures as security personnel and CCTV cameras etc., as may be required by law applicable to ATMs.
- j) If the Lessee for the ATM(s) does not install or wishes to close down one or more ATMs during the Lease Agreement period while continuing operation on the rest of the ATMS, it can do so by giving 30 days notice to the Lessor. The ATM space of such closed ATMs should be cleared and restored to the original condition to the satisfaction of the Lessor, who shall be free to utilize/lease out the released ATM space for any purpose, including for ATM of another Bank, at its sole discretion. In case of non-installation of ATM shall be treated as breach of contract.
- k) Any notice required to be served on the Lessee under this agreement shall be deemed to be served if delivered at the Lessee's address or sent by Registered post /speed post to the Lessee. Similarly, any notice to be given to JMRC under this agreement shall be deemed to have been served if at or sent by Registered post to JMRC. The period of notice given under this Agreement will count from the date of delivery at address (as per receipt of notice by either side) or from date of despatch in case of delivery by registered post, whichever is earlier.
- l) The Lessee shall not, create a sub-contract of any description with regard to this Lease or any part thereof, nor shall assign or transfer his Lease or any part thereof.
- m) The Lessee shall use the ATM space allotted only for the purpose indicated in this Agreement and for no other purpose whatsoever.

- n) The facility shall be open during the operational hours or at any given time approved by the JMRC as per requirement of the station.
- o) The Lessee shall indemnify JMRC from/ against any claims made or damages suffered by JMRC by reason of any default on the part of the Lessee in the due observance and performance of the provisions of any law which may be related to the purpose of this Agreement and to the area in which premises are located.
- p) JMRC shall not be responsible in any way for loss or damage by any means caused to the Lessee's ATM.
- q) JMRC shall allow the Lessee to affix their bank logo/name on the exterior of the ATM cabin. In addition to this, in case of street level ATMs where the exterior is not directly visible from the road, JMRC may prescribe a suitably visible space for the Lessee to affix their logo with direction to the ATM.
- r) JMRC may also put up suitable signage to inform the general public about the location of the ATMs.
- s) If the Lessee is unable to function or his business is affected due to any strike or lockout either in the Station or for any other reason, JMRC shall not be liable for any loss which the Lessee may suffer in such an event. However, if the Lessee is unable to function or his business is affected due to ban on visitors' entry at the Metro Station and/or due to natural calamities and/or due to declaration of the closure of the Metro Station for a period exceeding 15 days, then waiver of Lease Rent shall be allowable on a pro-rata basis for the entire period of closure of the station. However, such waiver shall only be upon specific request in writing from the Lessee Bank and the decision of JMRC shall be final in this regard.
- t) On expiry of the Lease period or on termination of the Lease by JMRC on account of any breach on the part of the Lessee or closure of the ATM(s) for any other reason, the Lessee shall deliver the possession of the ATM Space(s) in good condition and in peaceful manner along with furniture, fittings, equipments and installations, if any, provided by JMRC. Further, Lessee shall remove his/their goods and other materials from the ATM Space(s) immediately, failing which JMRC reserves its right to remove such goods/ materials at the cost and risk of the Lessee and demand payment for such removal. If such payment is not made within 10 days, JMRC shall be at liberty to dispose of the goods/ materials of the Lessee by public auction to recover the cost. The Lessee shall not be entitled to raise any objection in such an eventuality.
- u) The Lease herewith granted shall not be construed in any way as giving or creating any other right or interest in the said ATM Space to or in favour of the Lessee but shall be construed to be only as a Lease in terms & conditions herein contained.
- v) The Bidding Process and the pursuant Lease Agreement(s) shall be governed by, and constructed in accordance with, the laws of India and the Courts at Jaipur shall have exclusive jurisdiction over all disputes arising under, pursuant to and/ or in connection with the Bidding Process and the pursuant Lease Agreement(s).
- w) The Lessee shall keep in mind applicable rules and regulations and instructions issued from time to time while occupying the ATM Space(s). JMRC will be free to take action against the Lessee for violating the same.
- x) The Lessee Bank shall ensure that proper care is taken under skilled supervision during installation/maintenance of ATM or associated infrastructure, so that no damage is caused to JMRC assets or premises.

- y) The Lessee Bank shall ensure that personnel (including outsourced agency staff, if any) deployed in connection with installation, operation and maintenance of ATM behave decently and courteously on JMRC premises and indulge in no act that may adversely affect the reputation of the Corporation.
- z) Air conditioning, if required, for the ATM space(s) shall be arranged by the Lessee Bank within the ATM space allotted to them. However banks will be allowed to install condenser fan (outer unit) of AC at suitable location outside the demarcated ATM space without any additional charges.
- aa) All the ATMs are available to the public for 24x7 hours.

IV. STATUTORY OBLIGATIONS

- a) The Corporation will not be responsible for any accident involving any personnel of the Lessee while on work. The Lessee itself would be responsible for such accident and also for any kind of compensation to any worker/employee for such accident. The Lessee is advised to have its personnel insured under suitable Insurance Schemes at its own cost.
- b) The Corporation will not be responsible for any accident/theft etc. involving any asset of the Lessee. The Lessee itself would be responsible for such incident. The Lessee is advised to have its assets insured under suitable Insurance Schemes at its own cost.
- c) Obligation for adhering to statutory norms and regulations laid down by any Statutory Body of Central/State Government in connection with operating ATM machines shall be vested in the Lessee Bank.

V. LEASE AGREEMENT(S)/EXTENDED LEASE AGREEMENT(S)

Lease agreement(s) on non-judicial stamp paper as per format at **Annexure - V** shall be executed in Duplicate within 15 days of issue of LOA. One copy of each Lease Agreement shall be retained by the JMRC and the other copy shall remain with Lessee. Till the signing of the Lease Agreement(s), the LOA shall form a binding contractual agreement between JMRC and the Successful Bidder(s) as per terms of this RFP. The lessee Bank shall bear full expenses for the registration, stamp duty and miscellaneous expenses related to registration of the Lease Agreement(s) and extended Lease Agreement(s), if any.

VI. PAYMENT TERMS OF LEASE RENT & ELECTRICITY CONSUMPTION CHARGES

- a) The successful bidder shall be required to pay to JMRC Monthly Lease rent at the rate quoted in the Bid which will be compounded by 6 % every year.
- b) Payment of Lease rent shall commence from the 46th day after the Notice to Proceed (NTP) is issued even if more time is allowed to Bank to complete installation.
- c) The monthly Lease Rent shall be payable in advance to JMRC. If the initial rent date, i.e., 46th day of the NTP commences after the 1st of any month, then the Lease rent for first month shall be calculated on a pro-rata basis. The successful bidder(s) shall pay this Advance Lease rent for first month within 15 days of issue of the Notice to Proceed. However, subsequently from next month after the 46th day of NTP, the payment of Lease rent for the full month shall be made in advance, by the 5th day of each month.
- d) In case the Lease Agreement(s) is extended beyond the initial 5 years, it will be on same terms & conditions and the lease rent shall increase 6% over the amount payable in the

previous year. Further, Lease Rent escalation for the second year of extension (if given) shall also be 6% over the Lease rent payable in the preceding year.

- e) At the time of applying of electrical connection, the Lessee Bank shall also deposit towards Electric Bill Payment Security (in the form of DD/Banker's cheque) sum of Rs.12,000 (Rupees Twelve thousand only) per ATM space after receipt of the Notice to Proceed. This amount shall be refunded after adjusting any dues on account of electricity consumption upon expiry/termination of lease Agreement. No interest shall be payable on Electric Bill Payment Security.
- f) Electricity Consumption Charges shall be payable by the Lessee Bank(s) to JMRC within ten days of issue of bill by JMRC. Default / delay in payment of separate months' bills shall be regarded as separate defaults/delays.
- g) That in case of default / delay in payment of Lease Rent, maintenance charges, etc. interest at 1% per month will be calculated on the outstanding amount for delay less than 15 days and at 2% per month for more than 15 days.

Any delay in payment beyond 30 days shall be considered as a default and such third default may result in termination of this Lease agreement at the discretion of the Lessor.

- h) In addition to Lease Rent etc., Lessee is liable to pay necessary Service Tax and all other Central & State Government taxes as applicable from time to time.
- i) JMRC shall present the bill against electricity consumption on actual usage basis for each ATM Space or the bunch of ATM spaces as per the bid, as per the applicable tariff & norms, to the Lessee Banks.

13. SECURITY DEPOSIT

- i. The Corporation will issue a Letter of Award (LOA) to the Successful Bidder(s) after acceptance of the bid with regard to one or more ATM Spaces {reference: the bunch of ATM spaces as per the bid or individual ATM spaces as per the bid. The Successful Bidder(s) would be required to deposit Security Deposit **equal to 06 months of the Lease Rent amount applicable in the 1st year of Lease for each ATM Space** where it has/they have been declared as the Successful Bidder(s), in the form of Bank Guarantee (in Proforma provided in **Annexure-VII, valid for 66 months from the date of issue of LOA**) from any scheduled bank, duly discharged in favour of "Jaipur Metro Rail Corporation Ltd", Jaipur OR in the form of Demand Draft/Banker's Cheque from any scheduled commercial bank (except regional rural banks and local area banks) in favour of "Jaipur Metro Rail Corporation Ltd", Jaipur payable at Jaipur. It must be deposited within ten (10) days of issuance of the LOA, together with acceptance of LOA and prior to signing of the Lease Agreement(s).
- ii. The Successful Bidder(s) shall furnish individual Security Deposits for each Lease Agreement, in the form of Bank Guarantee or Demand Draft / Banker's Cheque. The Security Deposits shall not carry any interest during the tenure of the Lease. In case of bank guarantee, it should have been issued from a different bank other than the bidder bank.
- iii. The Security Deposit will be refunded only at the end of the full term of Lease period after adjustment for any kind of outstanding amount. In case of extension of Lease period beyond initial period of five years, a Security Deposit valid for twenty-seven months from the date of Letter of Extension for an amount equal to 3 months' monthly Lease Rent payable for the particular ATM Space in the 1st year of extension shall be deposited by the Lessee prior to

signing of Lease Agreement for the extended period. Lease Agreement for the extended period, if any, would have to be signed by the Lessee Bank at least one month in advance of the expiry of the original Lease Agreement period.

- iv. If the bidder fails to deposit the required security or to execute the agreement within the specified period, such failure will be treated as a breach of the terms and conditions of the Bid and will result in forfeiture of the Earnest Money, in part, or, in full at the discretion of the Chairman and Managing Director JMRC. This failure shall also result in cancellation of Bid.
- v. The Security Deposit shall be returned, after deductions, if any, made in accordance with this contract, to the bidder on his application within 15 (fifteen) working days after the ATM site is handed over to JMRC after the expiry of the Lease period.

14. FRAUD AND CORRUPT PRACTICES

- i. The Bidders and their respective officers, employees, agents and advisers shall observe the highest standard of ethics during the Selection Process. Notwithstanding anything to the contrary contained in this RFP, the Authority shall reject a Bid without being liable in any manner whatsoever to the Bidder, if it determines that the Bidder has, directly or indirectly or through an agent, engaged in corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice (collectively “**Prohibited Practices**”) in the Selection Process. In such an event, the Authority shall, without prejudice to its any other rights or remedies, forfeit and appropriate the EMD and the Security Deposit, if available, as mutually agreed genuine pre-estimated compensation and damages payable to the Authority for, inter alia, time, cost and effort of the Authority, in regard to the RFP, including consideration and evaluation of such Bidder’s Bid.
- ii. Without prejudice to the rights of the Authority under Clause 14(1) hereinabove and the rights and remedies which the Authority may have under the LOA or the Agreement, if the Bidder or Lessee Bank, as the case may be, is found by the Authority to have directly or indirectly or through an agent, engaged or indulged in any Prohibited Practice (as defined above) during the Selection Process, or after the issue of the LOA or the execution of the Lease Agreement, such Bidder or Lessee Bank shall not be eligible to participate in any tender or RFP issued by the Authority during a period of 2 (two) years from the date such Bidder or Lessee Bank, as the case may be, is found by the Authority to have directly or through an agent, engaged or indulged in any such Prohibited Practice.
- iii. For the purposes of this Clause 14 the following terms shall have the meaning hereinafter respectively assigned to them:
 - (a) “corrupt practice” means the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence the actions of any person connected with the Bidding Process for this RFP;
 - (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 for this RFP ;
 - (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 for this RFP;
 - (d) “undesirable practice” means (i) establishing contact with any person connected with or employed or engaged by the Authority with the objective of canvassing, lobbying

or in any manner influencing or attempting to influence the Bidding Process for this RFP; 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 for this RFP.

15. CONCILIATION, ARBITRATION & JURISDICTION

- i. In the event of dispute or difference arising between JMRC and the Lessee, the same shall be discussed in the first instance between the representative of the Lessee and JGM (Revenue), JMRC.
- ii. If the dispute is not settled amicably, the matter shall be addressed by the aggrieved party to the Authorised signatory of the other party within 21 days of arising of such a claim. If the issue is not resolved within 30 days of receipt of the claim by the respondent party, the aggrieved party shall refer the claim for Arbitration to Managing Director (MD) of JMRC within 10 days after the passage of this time. The MD, JMRC would appoint the Sole Arbitrator/a panel of arbitrators of the dispute whose decision shall be final and binding on both the parties. Arbitration proceedings will be assumed to have commenced from the day a written and valid demand for arbitration is received by the MD, JMRC. The place of arbitration will be Jaipur. Wherever applicable, the provisions of the Indian Arbitration and Conciliation Act, 1966 shall apply.
- iii. The courts at Jaipur shall have exclusive jurisdiction over all matters arising out of this Bid process or out of the Agreement pursuant to it or out of any arbitration hereunder.
- iv. It will be no bar that the Arbitrator appointed as aforesaid is or has been an employee of the JMRC and the appointment of the Arbitrator will not be challenged or be open to question in any Court of Law, on this account.

16. BREACH OF CONTRACT/LEASE AGREEMENT

The Lessee shall abide by the terms and conditions of this RFP and the consequent Lease Agreement(s). JMRC shall have the right to claim reimbursement of any cost that it may incur due to the breach of any terms and conditions by the Lessee Bank, and may additionally impose justifiable penalty upon the Lessee, which shall not necessarily be limited to the amount of Security Deposit. JMRC shall also have the right to rescind or terminate the Contract/Lease Agreement (in full or part) in the event of such breach.

17. TERMINATION OF CONTRACT AGREEMENT

- i. Either party shall have the right to terminate the Lease at any time due to any reason whatsoever, by giving 120 days’ notice to the other party.
- ii. In case ATM is not functional or not dispensing cash, and there are repeated complaints from the commuters, the Lessee will be accordingly notified. If such complaints become too frequent and the ATM is not serving the purpose for which it has been permitted to be installed, JMRC reserves the right to terminate the contract (in full or part) at shorter notice.
- iii. JMRC shall have the right to rescind/terminate the Contract/Lease at shorter notice as per Clause 16 above.

18. FORCE MAJEURE

- i. Delay in performance or non-performance of any obligation contained herein shall be excused to the extent such failure or non-performance is caused by force majeure.
- ii. For purposes of this Bid and lease agreements to be signed in pursuance of this Bid process, 'force majeure' shall mean any cause preventing performance of an obligation under this Bid or Lease Agreement under this Bid, which is beyond the reasonable control of either party hereto, and which by the exercise of due diligence, could not have been avoided or overcome, including fire, flood, sabotage, shipwreck, embargo, explosion, terrorist attack, labour trouble, accident, riot, acts of governmental authority (including acts based on laws or regulations now in existence as well as those enacted in the future), acts of God.
- iii. In the event of the Force-Majeure condition(s), either party shall have the option to cancel the contract for the reason of any or all of the Force-Majeure condition(s) notified as above. Further, the Authority shall not be liable to pay to the Bidder, any compensation towards financial implications arising due to Force Majeure.

ANNEXURE – I

CHECK LIST OF DOCUMENTS TO BE ENCLOSED

(Each page of all Annexure and enclosed documents should be signed)

A. LIST OF DOCUMENTS TO BE ENCLOSED AS TECHNICAL BID

Proposal will contain the following documents :	Whether enclosed
1. All pages of RFP signed by the Authorised Signatory of the Bidder Organisation	Yes/No
2. Annexure – I : This Check List	Yes/No
3. Annexure – II: Declaration of acceptance of Terms & Conditions of the Request for Proposal (RFP) duly filled.	Yes/No
4. Annexure–III: Bidder's Profile and Documents to substantiate eligibility of the bidder duly filled.	Yes/No
5. Annexure–IV: Statement Giving Details Of Entry/Exit(S) And ATM Space(S) Bid For And EMD Amount	Yes/No
6. Annexure –V: Draft Lease Agreement	Yes/No
7. Annexure –VI: Power of attorney duly signed and notarised, if applicable.	Yes/No
8. Annexure –VIII: Format of Bank Guarantee for Security Deposit	Yes/No
9. Annexure –IX: Drawings of 5 Metro Stations Depicting ATM Spaces	Yes/No
10. Annexure –X: Rules & guidelines for release, upkeep & maintenance of electric power to lessee /private parties in JMRC premises	Yes/No
11. Proof of payment of Bid Document Cost, if purchased Or Payment of Rs. 590/- in prescribed form towards Bid Document Cost, if downloaded	Yes/No
12. EMD in prescribed form	Yes/No

B. LIST OF DOCUMENTS TO BE ENCLOSED AS FINANCIAL BID

Proposal will contain the following documents :	Whether enclosed
Annexure – VII: Financial Bid duly filled and signed	Yes/No

Important: Please note that the rates quoted should be mentioned in the Financial Bid form only and not on any other page of the RFP Document.

ANNEXURE – II**DECLARATION OF ACCEPTANCE OF TERMS & CONDITIONS OF THE RFP**

I/We,, having my /our
office at.....

....., agree to all the Terms & Conditions of the Request For
Proposal (RFP) No. _____,
dated_____ issued by JMRC for RFP FOR LEASING OUT SPACE AT JAIPUR
METRO STATIONS FOR BANK ATMS.

Our offer will remain valid for 90 days from the date of opening of Financial Bid.

Date

Signature

Place

Name

Designation

Seal of Authorised Signatory

ANNEXURE – III**BIDDER'S PROFILE AND DOCUMENTS FOR SUBSTANTIATING THE
ELIGIBILITY OF THE BIDDERS**

1	Name of the RFP	LEASING OUT SPACE AT JAIPUR METRO STATIONS FOR BANK ATMs	
2	Name of the Bidder		
3	Registered Office	Address (With Pin Code)	
		Telephone Nos. (With STD Code)	
		Fax Nos. (With STD Code)	
		E-mail ID	
		Website	
4	BANKING LICENSE No. issued by RBI		
5(a)	Name and designation of the Chief Executive of the firm		
(b)	Address		
6(a)	Name and designation of the authority that is authorized to sign the Bid document		
(b)	Address		
8 (a)	Name and designation of the Contact Person of the Bidder		
(b)	Address		
9	BID form amount:		

	Either Details of the receipt (for purchased Bid forms) or Details of DD/Bankers cheque (for downloaded bid forms)	
10	Other Eligibility documents attached, as per Clause 4 :	
(a)		
(b)		

We hereby certify that all the information provided above is correct and true to the best of our knowledge.

Date

Signature

Place

Name

Designation

Seal of Authorised Signatory

Note: Additional pages, duly signed, may be attached wherever necessary.

ANNEXURE – IV**STATEMENT GIVING DETAILS OF ENTRY/EXIT(S) AND ATM SPACE(S) BID FOR AND EMD AMOUNT****(TO BE FURNISHED ON THE LETTER HEAD OF THE BANK)**

S. No.	Name of the Station Entry/Exit	ATM Space Code	Whether Bid for (Y/N)	EMD (in Rs.)	EMD submitted (mention amount)
1.	Mansarovar Station: Entry/Exit 1	AMS-03		6750	
2.	Shyam Nagar Station: Entry/Exit 1	ASN-01		6750	
3.	Ram Nagar Station: Entry/Exit 1	ARN-01		6750	
4.	Ram Nagar Station: Entry/Exit 2	ARN-03		5670	
5.	Railway Station (Metro Station): Entry/Exit 1	ARS-01		8500	
6.	Railway Station (Metro Station): Entry/Exit 2	ARS-03		8100	
7.	Sindhi Camp Station: Entry/Exit 1	ASC-01		8100	
Count of spaces bid for				Total EMD	

* EMD should be carefully calculated and submitted for the number of Entry/Exit(s) the Bank wishes to Bid for. If the EMD submitted is short with reference to the number of Entry/Exit(s) Bid for, the entire Bid shall be summarily rejected.

Date
Place

Signature
Name
Designation

Seal of Authorised Signatory

ANNEXURE-V**DRAFT OF LEASE AGREEMENT**

Subject: Lease for ATM SPACE (Code: _____) at _____ Metro Station

THIS AGREEMENT is made on this _____ day of _____ two thousand _____ between Jaipur Metro Rail Corporation Limited (JMRC), a Company incorporated under the provisions of the Companies Act, 1956, having its corporate office at Khanij Bhawan, Udyog Bhawan Premises, Tilak Marg, C-Scheme, Jaipur, hereinafter called the “**Lessor**” of the one part, represented by ----- (designation of representing officer), JMRC, Jaipur, (which term shall, unless excluded by or repugnant to the context, be deemed to include its heirs, representatives, successors and assignees.)

and

_____ represented by _____ of the other part, hereinafter called the ‘**Lessee**’ (which term shall, unless excluded by or repugnant to the context, be deemed to include its heirs, representatives, successors and assignees.)

WHEREAS Lessor is entitled in Law to grant Lease for the purpose of ATM space at its Metro Station premises and is in possession of the said ATM space (Code No. _____), more clearly depicted in the drawing(s) annexed to this agreement;

WHEREAS the Lessee is desirous to set up, an ATM at ATM Space Code No. _____ at the _____ Metro Station on its phase 1A on the terms & conditions mentioned hereunder and has approached the Lessor for the purpose;

AND WHEREAS the Lessor is agreeable to grant the Lease;

NOW, THEREFORE, this indenture witnessed:

1. That the Lease for the said ATM Space shall be valid for the period of 05 (five) years from _____ to _____ unless terminated earlier as provided in Clause 17.
2. That in consideration, Lessee shall pay the Lessor every month in advance by way of Lease rent on or before 5th day of each month as per the English calendar, a sum as under:

Year	Monthly Lease Rent (in Rs.)
I	
II	
III	
IV	
V	

3. That the Lessor shall provide light and power connection with sub-metering arrangements. The Lessee shall pay the electric consumption charges on the basis of actual usage with applicable electricity tariff and norms of JVVNL for such commercial activities.

4. That the Lessee shall deposit a Demand Draft / Banker's Cheque towards Electricity Bill Payment Security, of a sum of Rs.12,000 (Rupees Twelve thousand only) for each ATM space.
5. That the electrical work up to single phase, 5 KW to each ATM site shall be done by JMRC only, for which one time lump-sum amount of 30,000 (Rupees Thirty Thousand) shall be payable by Lessee against each contract period for installation, replacement/ renewal and maintenance charges of the electrical works up to sub meter for ATMs (including electricity connection charges, sub meter and earthing).
6. That the Lessee shall pay all out goings and other taxes as leviable on Lessee;
7. That the Lessee shall make payment of Lease rent, Electricity Bill Payment Security and Electricity consumption charges by Demand Draft / Banker's Cheque in favour of Jaipur Metro Rail Corporation Limited, payable in Jaipur;
8. That in case of default / delay in payment of Lease Rent, maintenance charges, etc. interest at 1% per month will be calculated on the outstanding amount for delay less than 15 days and at 2% per month for more than 15 days.

Any delay in payment beyond 30 days shall be considered as a default and such third default may result in termination of this Lease agreement at the discretion of the Lessor.
9. That the Lessee shall furnish towards Security Deposit, a sum of _____ (Rupees _____ only) i.e. an amount equal to 06 months Lease rent for the ATM Space Code No. for each ATM Spaces by way of a Demand Draft / Banker's Cheque / Bank Guarantee in favour of Jaipur Metro Rail Corporation, Jaipur.
10. That in the event of the Lessee committing any breach of the terms & conditions of the Lease agreement or RFP No. preceding this Lease Agreement, Lessor shall without prejudice to other rights and remedies be entitled to forfeit the Security Deposit or any part thereof. In such an event the Lessee shall pay in the same manner as stated above such additional sum immediately as he may be called upon by Lessor to pay, so that the Security Deposit shall at all times during the continuance of these presents, be for the same amount. On the expiration or earlier determination of the Lease the Lessor shall return the Security Deposit, to the Lessee, without interest.
11. That the Lessee shall equip himself with all necessary permits, licenses and such other permissions as may be required under the law in force at any time with regard to the operation of the subject Lease.
12. That the Lessor shall not grant lease for more than two ATM Spaces per entry/exit on the metro stations, as earmarked in the Annexure IX of the RFP Document.
13. That the Lessor shall provide bare space for the installation of the ATM by the Lessee except some civil work at some of the specified ATM spaces. All other requirements like partition etc. shall be arranged by the Lessee, in the designated space, at its own cost and efforts.
14. That it shall be the responsibility of the Lessee at all the times during the currency of the Lease agreement to obtain adequate fire, theft and burglary insurance coverage in respect of all its movable and immovable assets in the Leased premises and the Lessor shall not be responsible for any loss or damage caused to the Lessee on any accounts whatsoever.
15. That the Lessor reserves to itself the right to change the location of the designated ATM space at any time and may at its discretion issue a notice to the Lessee to shift the ATM

to an alternative space within the premises within such period as stated in the notice. In such a case, the Lessee shall be bound to shift the ATM within such time mentioned and accept the said alternate premises. If the Lessee fails to shift the ATM to the alternative location within such time mentioned in the notice, the Lessor shall disconnect and remove the ATM for the location and store it elsewhere. The cost of disconnection and storage in such a case, will be charged to the Lessee. Reasonable recompense of the cost of such shifting shall be reimbursed by the Lessor to the Lessee by adjustment against payment due to Lessor against Lease Rent. An assessment of such reasonable cost of shifting would have to be submitted by the Lessee to the Lessor for approval, within one week of the notice to shift. The decision of the Lessor with regard to the amount of reimbursement shall be final.

16. That the Lessee shall use the designated ATM space only for the bona fide purpose as mentioned in the RFP and recitals in this Agreement, and for no other purpose.
17. That the Lessee shall not erect or display any advertisement or signboards except its Bank logo on the exterior of the ATM cabin and as approved by the Lessor.
18. That considering the stipulated provisions on electric safety at Metro premises, the Lessee Bank shall adhere to Rules and Guidelines for release, upkeep and maintenance of electric power as detailed in Annexure-X of the RFP preceding to this Lease agreement.
19. All Metro Stations will have a security set up including CCTV coverage. But since ATMs are located in non-paid areas of the Station, where access is not controlled by Metro security, the Lessee Bank shall make proper arrangements and be responsible for the safety / security of their ATM(s), including such measures as security personnel, CCTV cameras, etc., as may be required by law applicable to ATMs.

Bank's security guard will be allowed to stay at ATMs only during the operation hours of the Metro for all ATMs installed at concourse level and the street level ATMs within the rolling shutter. For ATMs on street level outside the rolling shutter which are accessible to public for 24 hours, the banks are allowed to keep their security for 24 hours. All Metro Stations will have a security set up including CCTV coverage. But since ATMs are located in non-paid areas of the Station, where access is not controlled by Metro security, the Lessee Bank shall make proper arrangements and be responsible for the safety / security of their ATM(s), including such measures as security personnel, CCTV cameras, etc., as may be required by law applicable to ATMs.

20. That the Lease may be terminated on any of the following accounts:
 - (a) By giving 120 days notice in writing from either side without assigning any reason.
 - (b) Terminated by Lessor on short notice on account of unsatisfactory performance.
 - (c) For reasons more fully described in the RFP No., issued by JMRC, preceding this Lease Agreement.
21. That in the event of any failure, negligence or breach, in the opinion of Lessor, on the part of the Lessee in complying with all or any of the conditions of the Lease agreement, Lessor shall be entitled and be at liberty to terminate the Lease forthwith and resume possession of the designated ATM Space without payment of any compensation or damages and also forfeit in full or in part the amount of Security Deposit submitted by the Lessee. Lessor shall have the right to claim reimbursement of any cost that it may incur due to the breach of any terms and conditions by the Lessee,

and may additionally impose justifiable penalty upon the Lessee, which shall not necessarily be limited to the amount of Security Deposit.

22. That the Lessor and the Lessee further agree that they are bound by the terms and conditions of the RFP Document No. (including any corrigenda and/or addenda thereof.) In case of any conflict between the RFP Document No. (including any corrigenda and/or addenda thereof) and this Lease Agreement, the latter shall prevail insofar as the spirit of the RFP is not affected thereby.

In witness whereof, the Parties hereto have caused this Agreement to be signed in their respective names as of the day and year first above written.

Authorised Signatory

For Jaipur Metro Rail Corporation Ltd.

Authorised Signatory

For _____ (Lessee)

Witness:

a) Name and Address

b) Name and Address

Note: This agreement should be executed on non-judicial stamped paper, stamped in accordance with the stamp act.

ANNEXURE-VI**FORMAT FOR POWER OF ATTORNEY FOR SIGNING OF APPLICATION**

Know all men by these presents, we, -----
(name of the bidder firm), having our registered office at-----
 ----- do hereby irrevocably constitute, nominate, appoint and authorise
 Mr./Ms.-----son /daughter of Shri -----
 -- and presently residing at -----
 -----, who is
 presently employed with us and holding the position of -----, as
 our true and lawful attorney (hereinafter referred to as the "Attorney") to do in our name and
 on our behalf, all such acts, deeds and things as are necessary or required in connection with or
 incidental to submission of our bid for the Selection of a Lessee for lease of ATM Space Code
 No..... / bunch of ATM Spaces bearing codes no. at Jaipur Metro Station(s)
 including but not limited to signing and submission of all applications, bids and other
 documents and writings, participate in bidders and other conferences and providing
 information / responses to the Authority, representing us in all matters before the Authority,
 signing and execution of all contracts including the Lease Agreement and undertakings
 consequent to acceptance of our bid, and generally dealing with the Authority in all matters
 in connection with or relating to or arising out of our bid for the said Project and/or upon
 award thereof to us and/or till the entering into of the Lease Agreement with the Authority.

AND we hereby agree to ratify and confirm and do hereby ratify and confirm all acts, deeds
 and things done or caused to be done by our said Attorney pursuant to and in exercise of the
 powers conferred by this Power of Attorney and that all acts, deeds and things done by our
 said Attorney in exercise of the powers hereby conferred shall and shall always be deemed to
 have been done by us.

IN WITNESS WHEREOF WE, -----, THE ABOVE NAMED
 PRINCIPAL HAVE EXECUTED THIS POWER OF ATTORNEY ON THIS
 DAY OF 2013.

For-----

Witnesses:

1. XXX

(Signature, Name, Designation and Address)

2. ABC

Accepted:

- Note: 1. The mode of execution of the Power of Attorney should be in accordance with the
 procedure, if any, lay down by the applicable law and the charter documents of the
 executants(s) and when it is so required the same should be under common seal affixed
 in accordance with the required procedure.
2. This should be executed on non-judicial stamped paper, stamped in accordance with
 the stamp act.

ANNEXURE-VII

FINANCIAL BID

S. No.	Name of the Station	ATM Space Code	Estimated Monthly Lease for the ATM space (Rs)	Quoted Monthly Lease Rent	
				(in figures)	(in words)
1.	Mansarovar Station: Entry/Exit 2	AMS-03	28,090		
2.	Shyam Nagar Station: Entry/Exit 1	ASN-01	28,090		
3.	Ram Nagar Station: Entry/Exit 1	ARN-01	28,090		
4.	Ram Nagar Station: Entry/Exit 2	ARN-03	23,596		
5.	Railway Station: Entry/Exit 1	ARS-01	35,393		
6.	Railway Station: Entry/Exit 2	ARS-03	33,708		
7.	Sindhi Camp Station: Entry/Exit 1	ASC-01	33,708		

Terms and Conditions:

1. We understand that a Bidder can bid for individual ATM spaces as per the bid document. The decision of JMRC, which shall be based on principles laid down in this RFP, shall be final and binding.
2. The Lease Rent(s) quoted above is/are after taking into consideration all the terms and conditions stated in the RFP and based on our own estimates of costs, commuters, non-commuters, and after a careful assessment of the site and all the conditions that may affect the bid.
3. The Lease Rent shall be payable monthly in advance.
4. The approved Lease Rent shall be applicable from the date of issuing NTP. For the first year it shall be applicable as it is and for subsequent years, the Lease Rent shall be increased by 6% every year and compounded annually for the rest of the contract period / extended contract period.
5. The Service Tax or any other tax on the lease rent, if levied by the Govt., shall be borne by the Lessee.

Date
Place

Signature
Name

Seal of Authorised Signatory

ANNEXURE-VIII**FORMAT OF BANK GUARANTEE FOR SECURITY DEPOSIT**

In consideration of Jaipur Metro Rail Corporation Limited, Jaipur (hereinafter called JMRC) having agreed to exempt _____ (hereinafter called the Selected Bidder) from the demand of security deposit of Rs. _____ on production of Bank Guarantee for Rs. _____ for the due fulfillment by the Selected Bidder of the terms & conditions to be contained in a Lease Agreement for ATM Space code _____ pursuant to the RFP No. _____ issued by JMRC for **LEASING OUT SPACE AT JAIPUR METRO STATIONS FOR BANK ATMS** we, _____ (name of the Guaranteeing Bank, hereinafter referred to as "the Bank") at the request of _____ (Selected Bidder) do hereby undertake to pay to JMRC, JAIPUR, an amount not exceeding Rs. _____, against any loss or damage caused to or suffered by, or which could further be caused to or suffered by, JMRC, JAIPUR, _____ by reason of any breach by the Selected Bidder of any of the terms & conditions contained in the said lease agreement or RFP, or against any penalty imposed by JMRC on the Selected Bidder on such grounds.

2. We _____ (name of the Bank) do hereby undertake to pay the amounts due and payable under this guarantee without any demur, merely on a demand from JMRC, JAIPUR, stating that the amount claimed is due by way of loss or damages caused to or suffered by or which could further be caused to or suffered by JMRC, JAIPUR or by way of penalty imposed on the Selected Bidder by JMRC, on account of breach by the Selected Bidder of any of the terms & conditions contained in the Lease Agreement or RFP or by reason of the Selected Bidder's failure to perform the said Agreement. Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee where the decision of JMRC, JAIPUR, in these counts shall be final and binding on the Bank. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs. _____.
3. We _____ (name of the Bank) undertake to pay to JMRC, JAIPUR, any money so demanded notwithstanding any disputes raised by the Selected Bidder/Lessee in any suit or proceeding pending before any court or tribunal relating thereto, our liability under the present being absolute and unequivocal. The payment so made by us under this bond shall be valid discharge of our liability for payment thereunder and the Selected Bidder/Lessee shall have no claim against us for making such payment.
4. We _____ (name of the Bank) further agree that the guarantee herein contained shall remain in full force and effect immediately for a period of 66 months from date herein and further agree to extend the same from time to time so that it shall continue to be enforceable till all the dues of JMRC, JAIPUR, under or by virtue of the said agreement have either been fully paid and its claims satisfied or discharged, or till JMRC, JAIPUR, certifies that the terms & conditions of the lease agreement and RFP have been fully and properly carried out by the Selected Bidder/Lessee and accordingly discharges this guarantee.

5. We _____ (name of the Bank) further agree with JMRC, JAIPUR, that JMRC, JAIPUR, shall have the fullest liberty without our consent and without affecting in any manner our obligations here under to vary and of the terms & conditions of the lease agreement and to forbear or enforce any of the terms & conditions relating to the lease agreement or RFP and we shall not be relieved from our liability by reason of any such variation or for any forbearance, and /or any omission on the part of JMRC, JAIPUR, or any indulgence by JMRC, JAIPUR, to the Selected Bidder/Lessee or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.
6. This guarantee will not be discharged due to the change in the constitution of the Bank or the Selected Bidder/Lessee.
7. This guarantee shall be irrevocable and the obligations of the Bank herein shall not be conditional to any prior notice by JMRC, JAIPUR.

Dated _____ : _____ For

(Indicating the name of the Bank and phone number)

Note: This guarantee should be issued on non-judicial stamped paper, stamped in accordance with the Stamp Act.

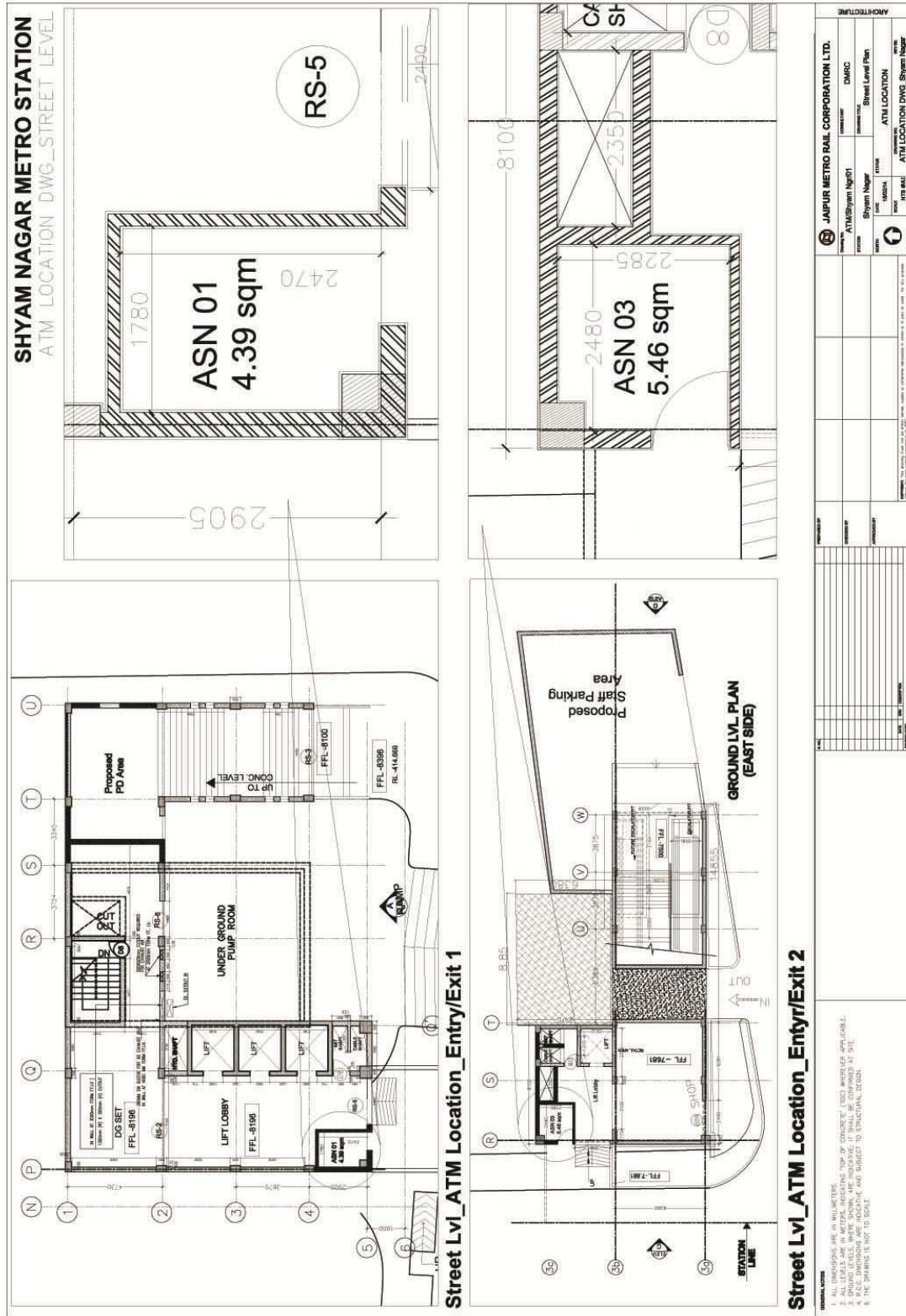
ANNEXURE-IX**DETAILED AREA SHEET FOR ATM SPACES:**

S. No	ATM Code	Size*	Area (sqm)	Location	Dwg No.
Mansarovar Station					
1	AMS 03	2.5 x 2.0	5.00	Entry/Exit 2	Annexure – IX (A)
Shyam Nagar					
2	ASN 01	2.47 x 1.78	4.39	Entry/Exit 1	Annexure – IX (B)
Ram Nagar					
3	ARN 01	2.4 x 1.8	4.21	Entry/Exit 1	Annexure – IX (C)
4	ARN 03	2.5 x 2.0	5.00	Entry/Exit 2	
Railway Station					
5	ARS 01	2.2 x 2.2	4.97	Entry/Exit 1 (Mansarovar side)	Annexure – IX (D)
6	ARS 03	2.5 x 1.7	4.42	Entry/Exit 2 (Chandpole Side)	
Sindhi Camp Station					
7	ASC 01	2.6 x 1.5	4.07	Entry/Exit 1	Annexure – IX (E)

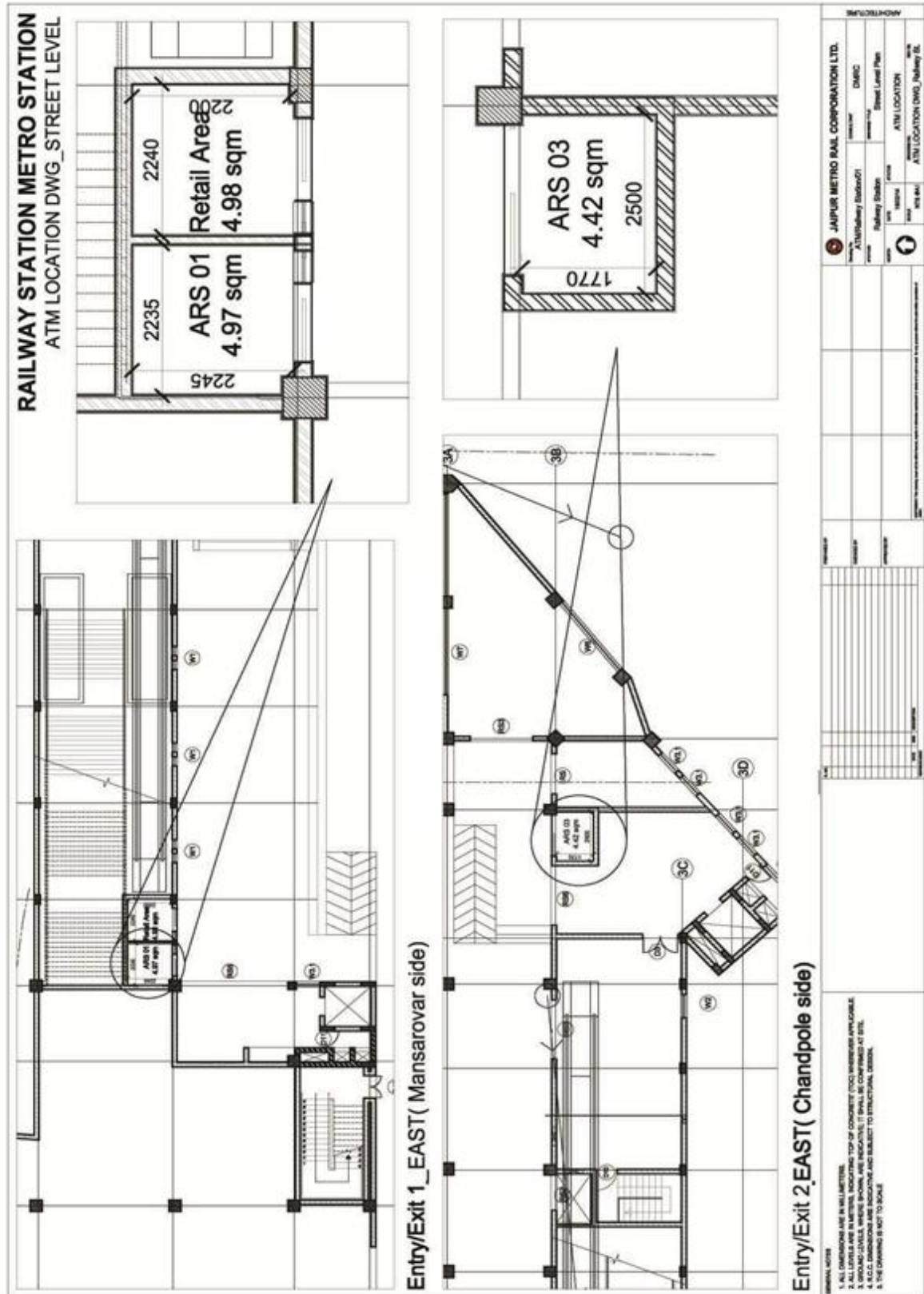
Note:

The Size & Area are approximate and there may be minor changes on actual site basis. Ceiling height is 8feet. In excess of 8' height, a maximum of 2' additional height shall be permissible for signage, wherever possible.

Annexure-IX (B)



Annexure-IX (D)



ANNEXURE-X**RULES & GUIDELINES FOR RELEASE, UPKEEP & MAINTENANCE OF ELECTRIC POWER TO LESSEE /PRIVATE PARTIES IN JMRC PREMISES**

1. Electric power required for commercial / contractual activities within footprint of metro station/ premises have to be sourced from existing available JMRC network at stations subject to its technical feasibility. Availing power supply from outside agencies/JVVNL in JMRC premises is not permitted. The disbursement of electric power at different stations shall be dealt with individually under separate connections.
2. The available JMRC power network is reliable and having adequate redundancy. DG supply shall not be made available i.e. the power fed shall be from normal JVVNL source without backup network. Lessees/ private parties may however, provide UPS / Inverter at their cost if they so desire for backup supply to their leased premises/ works requirement. UPS is to be installed by Bank within the ATM space allotted to them. No separate or additional space will be provided by JMRC for installation of UPS outside the ATM space. Installation of DG set for normal/ standby power by lessee/ private parties is not permitted.
3. Lessee/ private party may seek temporary or permanent electric connection from JMRC. Normally, electric power up to maximum demand of 50 KVA on LT Three Phase 400 Volt can be released. However, LT Single Phase 230 V supply will be given for connected load up to 5 KW, subject to its technical feasibility.

2. Release of temporary connection :

- 2.1. Lessee/Private Party shall have to apply for temporary connection to General Manager (Traction/E&M) clearly stating the purpose for taking temporary connection, enclosing the documentary proof of having awarded to them any contract/ order by JMRC for which they need the electric supply, mentioning the site details where connection is required and the load in KW and the period for which temporary connection is applied for.
- 2.2. Initially, temporary connection shall be given up to 30 days. During these 30 days, Rs.100/- per week per KW or part thereof shall be charged over and above applicable tariff (Rate of electricity shall be charged from Lessee/ private party at JVVNL tariff applicable for the purpose to JMRC).
- 2.3. Depending upon technical feasibility, Electric connection will be released at the nearest available power supply source of JMRC by providing a meter box at this supply point. Right of the supply point for extending temporary power supply to lessee/ private party vest with JMRC. All electrical works for temporary connection beyond this supply point (JMRC Meter Box) shall be undertaken by the Lessee/ private party, confirming to electrical safety and technical suitability as certified by authorized representative of JMRC.
- 2.4. In case of extension of the temporary connection beyond 30 days, temporary connection charges shall be doubled for the extended period.
- 2.5. A Security Deposit for tentative consumption of electricity for one month shall have to be deposited by lessee/private party before release of temporary

connection. Billing shall be done as per applicable tariff at the end of month/ period of temporary connection, whichever is earlier and lessee/private party shall have to deposit the bill amount within seven days of issue of bill, failing which, the electric connection shall be disconnected without any prior notice. The reconnection of electricity shall be done after depositing the due bill amount along with a token penalty of Rs. 2000/- in each case.

- 2.6. The security amount shall be adjusted/ refunded at the end of the period of temporary connection to lessee/private party.
- 2.7. The lessee/private party shall not exceed the load applied for/ sanctioned at the time of release of temporary connection. In case, any irregularity is observed in this regard, the lessee/ private party shall be charged a heavy penalty and may lead to disconnection of power supply. In case, the power requirement in addition to the sanctioned load is felt by lessee/ private party, the same shall be applied to GM (Tr./E&M). On payment of demand charges and sanction of additional load only, the lessee/ private party shall be entitled to use additional load.

3. **Release of Permanent Connection:**

- 3.1. Lessee shall have to apply for permanent Electric Connection to GM (Traction/E&M) clearly stating the purpose for release of permanent connection, enclosing the documentary proof for allotment of leased premises to him by JMRC, the required load in KW and period of permanent connection applied for.
- 3.2. JMRC provides power supply up to the leased premises on chargeable basis. For meeting this requirement, following works shall be required to be done :
 - a) Supply and laying including end termination of suitable size (rating suitable for allowable electric load) LT FRLS cable (from source to nearest point) as per standard specifications.
 - b) Supply and laying of meter box, pre/post-paid energy meter and MCB for extending the power. Pre-paid energy meters, if provided, requires periodic recharge, if timely recharge is not done then electric supply is automatically disconnected.
- 5.3
 - a) JMRC shall attempt to provide electricity at the point nearest to leased premises allotted to lessee. However, right of the supply point for extending permanent connection to lessee vest with JMRC. Lessee is required to pay the cost of electrical works required for extension of power from JMRC panel/ DB up to site of lessee on actual basis + JMRC service charges @15%.
 - b) Lessee may also undertake electrical work for extension of power from nominated source under JMRC supervision and complying all codal provisions and JMRC specifications, upon payment of requisite fees of Rs. 10,000/- per feeder (one feeder with energy meter).
 - c) However, electrical work up to single phase, 5 KW to each ATM site/ small Retail Shops etc. shall be done by JMRC only for which one time lump-sum amount of Rs. 30,000/- (Rupees Thirty Thousand) shall be payable by Lessee against each contract period for installation, replacement/ renewal and maintenance charges of the electrical works up to sub meter for ATMs (including electricity connection charges, sub meter and earthing).

- d) Lessee shall extend power supply from JMRC Meter box at his own cost as per approved makes and specifications. Lessee is also required to comply with necessary provision for fire safety norms of JMRC. The work executed by Lessee shall be inspected by JMRC representative for ensuring compliance of specifications/ stipulations of contract.
- 5.4. Permanent connection shall be given after ensuring all safety compliance and completion of electrical and fire safety works in leased premises in all respect by Lessee
- 5.5. Lessee shall ensure that fire detection and suppression measures installed inside his premises are kept in good working conditions at all times.
- 5.6. A Security Deposit for tentative consumption of electricity for one month (or security deposit mentioned in contract document) shall have to be deposited by lessee before release of permanent connection. Billing shall be done as per the applicable tariff (Rate of electricity shall be charged from Lessee/ private party at JVVNL tariff applicable for the purpose to JMRC) at the end of each month and lessee shall have to deposit the billed amount within ten days of issue of bill, failing which, the electric connection shall be disconnected without any prior notice. The reconnection of electricity shall be done after depositing the due bill amount along with a token penalty of Rs. 2000/-.
- 5.7. The security amount shall be adjusted/ refunded at the end of the period of permanent connection to lessee.
- 5.8. The lessee shall not exceed the load applied for/sanctioned at the time of release of permanent connection. In case, any irregularity is observed in this regard, the lessee shall be charged a heavy penalty and may lead to disconnection of power supply to them. In case, the power requirement in addition to the sanctioned load is felt by lessee, the same shall be applied to GM (Tr./E&M). On payment of demand charges and sanction of additional load only, the lessee shall be entitled to use additional load.
6. Underground metro stations are already air-conditioned and hence separate AC for leased premises in that area is not required. In underground stations, installation of window/ split AC are not permitted. In case of additional AC requirement, tapping of connection from chilled water line shall be given on chargeable basis, further work after tapping point shall be done by Lessee.
7. For elevated stations Lessee may provide AC at his own cost conforming to detailed specifications of JMRC and within the sanctioned load to them.
8. Lessee shall ensure that all electrical wiring, power outlets and gadgets are used and maintained properly, for guarding against short circuits / fires. The instructions in this regard by the JMRC Electrical Inspector/ authorized representative must be complied with. Any cost/s associated with implementation of such instruction shall be borne solely by the Lessee. The Lessee voluntarily and unequivocally agrees not to seek any claims, damages, compensation or any other consideration whatsoever on account of implementing the instruction issued by JMRC Fire Officer, Electrical Inspector, Security Officer or their authorized representative from time to time.

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9. At the end of the contract (pre-mature surrender/termination, natural completion, etc.) all cable, pre/post-paid meter, connected software, etc. shall be sole property of JMRC. The Lessee voluntarily and unequivocally agrees not to seek any claim, damage, compensation or any other consideration whatsoever on account of time and costs associated, in making provision of electricity.
 10. The Lessee shall be at liberty on termination of his lease to remove or take away such fixtures, fittings and electrical appliances installed by it leaving the leased premises, as far as possible, in the same conditions structurally, reasonable wear and tear and acts of God and nature excepted.
 11. Above Guidelines for release, upkeep and maintenance of electric power to commercial/contractual activities are supplementary to the main GCC/SCC applicable to the contracts. JVVNL tariff and rules/guidelines shall also be applicable in JMRC in case of resolving the condition arise at the time of meter stop/defective/damage etc.