

**REVISED PROCEDURE FOR RELEASE OF ELECTRIC POWER SUPPLY
TO PD LICENSEE**

(Supersedes earlier procedure order dated 28.05.07)

This revised procedure shall be applicable from date of its issue in supersession of earlier procedure dated 28.05.2007 on the subject matter for release of temporary and / or permanent electric connection to PD licensee at various Metro Stations.

1. **Availability & Allocation:** Available electric load at a particular station shall be informed to Marketing Division / PD Division in advance by Electrical maintenance Department. This list will be updated twice in a year. The concerned Marketing Department shall thereafter allocate the available spare capacity to one or different licensee as per their own procedure, ensuring that available spare capacity is not exceeded.
2. **Statutory Fire precautions:** The necessary precautions to be complied by different licensees are listed at Annexure –I. These details may preferably be included in the tender for allotment of space. The listed statutory requirements for purpose of fire detection and protection should be complied by the licensee before release of electric connection.
3. **Cable Route:** After taking possession of premises licensee in consultation with E&M supervisor shall prepare a rough sketch of cable /wiring route from nearby DMRC source to point of release of electricity. Necessary cable and switch as detailed in Annexure –II shall be provided by licensee. Rough sketch shall be signed by licensee, E&M supervisor and station controller, and shall be furnished along with request for release of electric connection.
4. **Temporary Electric Connection:** If licensee desires to undertake some construction or modification and for that purpose requires electricity, then a temporary electric connection for a period of maximum one month can be released. For this purpose , licensee is required to apply to PD cell in prescribed format (as per format attached at Annexure –III) enclosing all the required documents / certificate and an declaration on a non judicial stamp paper of Rs.100/-. Format of declaration for elevated stations is attached at Annexure-IV and for underground stations is attached at annexure-V. These documents shall then be checked by E&M and if all the stipulated requirements are complied then temporary electric connection shall be released for a maximum period of thirty days. It will responsibility of licensee to get the temporary electric supply converted into permanent electric supply within any further notice. Tariff for temporary connection will be as per prevailing DERC rates which at present are 30% higher than normal electricity tariff. All power supply shall be fed from normal source without backup.
5. **Execution of Electric work inside leased premises:** The electric layout/ wiring plan to be undertaken in leased premises shall be got approved from E&M wing before stating the work. All safety measures as per DMRC requirement shall be taken care during execution of work.
6. **Permanent Electric Connection:** After completion of work, the licensee is required to apply for Permanent Electric Connection in prescribed from (Annexure –VI) enclosing electric installation test report from Authorised Electrical Contractor to Government of Delhi. Before permanent electric supply is released, the installations shall be checked by concerned JE/SE

(E&M).It may be noted that only standard ISI brand or equivalent electric appliance are permitted to be used inside leased premises. Electrical equipment not confirming to above shall be disconnected and removed from site during inspection. If a licensee desires to have permanent connection directly, he shall submit the declarations referred in point 4. All power supply shall be fed from normal source without backup.

Note: All necessary statutory rules, Acts and codes shall be governed in case of release of electric power supply. Licensee is not permitted to install DG set.

**COMPLIANCE OF FIRE DETECTION / PROTECTION REQUIREMENTS BEFORE
RELEASE OF PERMANENT ELECTRIC SUPPLY**

1. At the time of issue of allotment letter to the licensee/concessionaire, it should be clearly specified that for all kiosk & shops, one set of fire extinguisher ISI marked 9 litre water CO₂ type & another Fire Extinguisher ISI marked 4.5 Kg CO₂ type will be installed.
2. For Shops: in addition to Fire Extinguisher as above, fire detection & sprinkler system will be required to be provided. Further if leased space is more than or equal to 1000 Square Meter, appropriate number of fire hydrants shall have to be provided. Before taking up these works, a detailed layout drawing will be submitted to Fire Officer/DMRC who will examine and accord approval.
3. The commercial area within premises of stations if situated in isolated building separate from station building then separate provision of sprinkler pump and water tank will be done.
4. In case the internal finishing of leased space has false ceiling or false floor, then detector shall be provided both above and below false ceiling and also below false floor. The fire detection system will have to be integrated with the existing system, as per approval of DMRC.
5. In case of large electric load requirements where separate HT and or LT panels are provided by licensee then these panels should be provided with manual gas flooding or linear heat sensing tubes with CO₂ cylinder. Four nos Sand buckets of capacity 0.001 m³ made of galvanized steel painted in red colour, filled with sand shall be provided.
6. In case the occupancy for leased space is more than 50 persons then DFS clearance will have to be obtained by the licensee.
7. The shops will be segregated from the station area through 2 hours rated walls and doors.
8. Approved makes of fire extinguisher – M/s Safex, M/s Minimax.
9. Approved makes of hose reel – M/s Steel age, M/s Minimax.

Annexure-II

REQUIREMENT OF ELECTRICAL ITEMS FOR RELEASE OF SINGLE PHASE SUPPLY (UG AND ELEVATED STATIONS)

Power Requirement in KVA	Rating of MCB (A, 10 KA)	Rating of ELCB (A, 10 KA)	Cable Size Copper (Sq.mm.) DB to licensee premises
0-0.1	0.5	16,30	1.5
0.1-0.2	1	16,30	1.5
0.2 - 0.5	2	16,30	1.5
0.5 -0.7	3	16,30	1.5
0.7 - 0.9	4	16,30	1.5
0.9 -1.2	5	16,30	1.5
1.2 -1.4	6	16,30	1.5
1.4 -2.3	10	16,30	2.5
2.3 -3.7	16	16,30	4
3.7 - 4.6	20	25,30	4
4.6 - 7.4	32	32,30	6
7.4 - 9.2	40	40,30	10
9.2 - 10.0	50	63,30	16

REQUIREMENT OF ELECTRICAL ITEMS FOR RELEASE OF SINGLE PHASE & THREE PHASE SUPPLY (UG STATION)

Power requirement in KVA	Rating of MCB (A,10 KA)	Rating of ELCB (A, mA)	Cable Size Copper (Sq.mm.) DB to licensee premises
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)
0.7-0.9	4	16,30	3 Core X 4 Sq.mm. copper conductor (for single phase)
0.9-1.2	5	16,30	3 Core X 4 Sq.mm. copper conductor (for single phase)
1.2-1.4	6	16,30	3 Core X 4 Sq.mm. copper conductor (for single phase)
1.4-2.0	10	16,30	3 Core X 4 Sq.mm. copper conductor (for single phase)
2.0-3.7	16	16,30	3 Core X 6 Sq.mm. copper conductor (for single phase)
3.7-4.6	20	16,30	3 Core X 6 Sq.mm. copper conductor (for single phase)
5.0 - 7.2	10	16,30	4 Core x 6 Sq.mm copper conductor (for three phase)
7.2 - 10.0	16	16,30	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
18.0 - 25.0	40	40,30	4 Core x 16 Sq.mm copper conductor
25.0 - 35.0	63	63,30	4 Core x 25 Sq.mm copper conductor
35.0 - 40.0	63	63,30	4 Core x 35 Sq.mm copper conductor
40.0 - 50.0	100	100,30	4 Core x 50 Sq.mm copper conductor

SPECIAL NOTES

SN	Elevated Stations	Under ground Stations
1	Load up to 10 KVA shall be disbursed in single phase supply & three phase above it. Three phase connected load shall be balanced to avoid unbalancing of the DMRC power supply system.	Load up to 5 KVA shall be disbursed in single phase and in three phase above it. Three phase connected load shall be balanced to avoid unbalancing of the DMRC power supply system.
2	Cables up to 6 Sq.mm. will be of copper conductor and for above 6 Sqmm aluminum conductor may be used.	All cables and wires shall be copper conductor.
3	Cables shall be three core for single phase supply, with one core as earth. For three phase load four core cable along with separate 2 nos. of 8 SWG GI wires shall be used for earthing.	Cables shall be three core for single phase supply, with one core as earth. For three phase load four core cable along with separate 2 nos. of 8 SWG copper wires shall be used for earthing.
4	All wires shall be FRLS. Cables shall be armoured, XLPE, FRLS.	All wires shall be FRLSZH and conform to NFPA-70 and BS-6724. Cables shall be armoured, FRLSZH complying to BS6724.
5	Approved make for wires: Ecko, Finolex, Havells.	Approved makes for Wires: polycab, Ducab Dubai, Cords Cables, KEI.
6	Approved make for Cables: FortGloster, NICCO, Finolex, Asian/RPG, KEI, HAVELLS	Approved makes for Cables: polycab, Ducab Dubai, Cords Cables, KEI, Rashi Cables.
7	Approved makes for MCB & ELCB: L&T Hager, MDS, Siemens, Merlin-Gerin, ABB, Schneider	
8	Approved makes for Energy Meter: L&T, Siemens, Secure, Enercon, Conzerv.	
9	The meter along with MCB & ELCB box will be metallic and without any holes.	
10	DP MCB & ELCB is required for single phase supply. TPN MCB and ELCB is required in case of three phase.	
11	The meter box shall be locked by the Licensee and sealed by the DMRC representative.	
12	For load above 10 KW in case of elevated stations, E&M wing may be contacted separately.	

**CURRENT CARRYING CAPACITIES OF MULTICORE ARMOURED FRLSOH –
INSULATED CABLE**

S/N	Size of cable	Suitable for Load
1	3 C x 4 Sq.mm. cu (For Single Phase Load)	Upto 2 KW, 1- Ø
2	3 C x 6 Sq.mm. cu (For Single Phase Load)	Above 2KW,1- Ø,Upto 4 KW, 1- Ø
3	4 C x 6 Sq.mm. cu (For Three Phase Load)	Above 5KVA,3- Ø,Upto 10 KVA, 3- Ø
4	4 C x 10Sq.mm. cu (For Three Phase Load)	Above 10KVA,3- Ø,Upto 18 KVA, 3- Ø
5	4 C x 16 Sq.mm. cu (For Three Phase Load)	Above 18KVA,3- Ø,Upto 25 KVA, 3- Ø
6	4 C x 25 Sq.mm. cu (For Three Phase Load)	Above 25KVA,3- Ø,Upto 35 KVA, 3- Ø
7	4 C x 35Sq.mm. cu (For Three Phase Load)	Above 35 KVA,3- Ø,Upto 40 KVA, 3- Ø
8	4 C x 50 Sq.mm. cu (For Three Phase Load)	Above 40KVA,3- Ø,Upto 50 KVA, 3- Ø

- (1) For 3-Ø Load, the connected load shall be balanced to avoid unbalancing of the DMRC system.
- (2) For 1- Ø Load, 3rd core shall be used for loop earthing.
- (3) For 3-Ø Load, separate 2 nos. of 8 SWG cu wire shall be laid along with cable for loop earthing.

REQUEST FOR TEMPORARY SUPPLY

Name of the Licensee	:	
Station	:	
Reference to allotment letter (Copy to be attached)	:	
Load Requirement (KW)	:	
Advance Consumption Deposited as per load	:	
Cable size (as per Annexure–A) (Sqmm)	:	
MCCB/MCB (as per Annexure–A) (KA & make)	:	
ELCB (as per Annexure–A) (mA & make)	:	
MDI/TOD Energy meter (rating & make)	:	
Cable layout plan (submitted by license & signed by Concerned E & M supervisor)	:	Yes/No
Electrical Declaration along with annexure on Rs.100/- non judicial Stamp paper	:	Yes/No

CHECKLIST FOR RELEASE OF TEMPORARY SUPPLY

Following are to be ensured before release of temporary supply:-

1. Proper cabling has been done as per approved cable layout plan and cable size as per approved makes of DMRC.
2. Lockable DB has been provided by the Licensee and sealed by the DMRC E&M supervisor.
3. MCB and ELCB as per approved rating & makes of DMRC have been provided.
4. Electrical Declaration along with annexure on Rs. 100/- non judicial stamp paper submitted to PD wing.
5. Meter test report and cable test report submitted to the concerned E&M supervisor of DMRC.
6. Earthing connection up to energy meter is provided.

FOR ELEVATED STATION

DECLARATION

I _____, son/daughter/wife of _____
Resident of _____ (hereinafter referred to as
the "Applicant", 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 "Applicant", 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 Applicant 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 Applicant has requested the DMRC to provide an electricity connection at the
above-mentioned premises in the Applicant's name for the purpose mentioned in the
application form.

The Applicant hereby agrees and undertakes:

1. that the Applicant 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 DERC'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 Applicant shall have no objection for the DISCOMs to carry out Inspections of the Applicants' Meters & Equipments & Any Observation made by such Agencies, Which are acceptable to DMRC, shall be binding on the Applicant for Attention/Compliance.
3. that DMRC shall be entitled to disconnect the supply of energy by issuing a disconnection notice in writing, to the Applicant, if the Applicant is in default of payment of the due charges.
4. that the applicant 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 Applicant by DMRC, shall be paid and borne by the Applicant.

6. that the Applicant agrees that DMRC would accept an application from the Applicant for reduction in load only after two years from the original sanction. All applications for load enhancement by the Applicant would be dealt 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 Applicant'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 Applicant on this account. Further, the Applicant 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 applicant, all the loss shall be borne by the Applicant.
9. to pay DMRC all costs and expenses that DMRC may incur by reason of a fresh service connection being given to the Applicant.
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 Applicant.
11. to be bound by DMRC's conditions of supply, the provisions of Delhi Electricity Reform Act, 2000, all Regulations framed by the Delhi Electricity Regulatory Commission including but not limited to Delhi Electricity Regulatory Commission (Performance Standards-Meeting& Billing), Regulations, 2002, Tariff Orders, and any other law, if and as amended and applicable from time being in force.
12. that DMRC shall not be responsible for any interruption/diminution of supply.
- 13.
- 13.1 *Licensee will 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 L&T/Havells or similar make along with test certificate shall be arranged by the applicant. The meter shall be installed and sealed by DMRC, either within the premises of the applicant or at a common meter room/board. Applicant 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 applicant. Approval to the layouts/schemes/details shall be taken from DMRC O&M wing.
- 13.3 Only FRLS 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 will also do wiring within his shop/stall/UNIPAY PAYMENT (KIOSK) MACHINE by using GI conduit or fire resistance PVC casing/caping. The Licensee shall use FRLS 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 will provide Power Supply of single phase, 230V, 50Hz for a max. connected load up to 10kW, Electrical load requirement exceeding 10 KW will 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 will only be permitted to use standby UPS/Inverter system which will 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 will 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 applicant shall be submitted by the Licensee.
- 13.12 Licensee will not be allowed to provide Room Heating appliance of any kind.
- 13.13 The power shall be supplied normally at the rate of 0.5KVA/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 10 kW on single phase and thereafter on three phase system if required by the Licensee will 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 will be provided back on first occasion only when Licensee pays necessary penalty as per DERC norms and removes excess load. On the subsequent occasion, DMRC reserves the right to revoke the license and forfeit the interest free security deposit.
- 13.15 In case, the Licensee is found misusing Electricity or tampering with the Energy meter, a token penalty of Rs. 1000/- will be charged from him along with disconnection of power supply. Reconnection of power supply will be done only after charging Rs. 100/- as reconnection fee and clearance of all dues duly obtaining approval of Competent Authority of DMRC.
14. that the Applicant 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 Applicant'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 Applicant'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 Applicant'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

- Applicant, 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 Applicant, after adjusting the advance consumption deposit, to other service connections(s) that may stand in the Applicant'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 Applicant 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 Applicant's knowledge. If any information is found incorrect at a later date, the company will have the right to withhold/disconnect supply, as the case may be, and forfeit the advance consumption deposit.
 23. The applicant acknowledges and accepts that the relationship of the applicant with DMRC is not that of a consumer and a licensee but that of a commercial arrangement where the applicant has taken on lease/license premises of DMRC and the Electricity connection is being provided as a part of the above arrangement.

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

Date:
Place:

Signature of Applicant.

(Full name)

Signed and delivered in the presence of:

Witness:

1. Signature _____
Full Name _____
Complete Address _____
Phone No. _____
2. Signature _____
Full Name _____
Complete Address _____
Phone No. _____

**LIST OF DOCUMENTS TO BE SUBMITTED ALONG WITH THE APPLICATION
FOR NEW CONNECTION**

Category	
Non-Domestic Low Tension/ Mixed Load High Tension	<ol style="list-style-type: none"><li data-bbox="667 306 1388 443">1. Installation Test Report issued by licensed electrical wiring contractor in the prescribed format (available with the application form) and countersigned by the applicant.<li data-bbox="667 443 1388 613">2. Proof of allotment of the space/area leased out by DMRC in the form of the following: Allotment/possession letters, Lease deed, General Power of Attorney together with proof of ownership of the executor.

* Applicable in case of a company

DELHI METRO RAIL CORPORATION LTD.
(O&M DIVISION)

APPLICATION CUM AGREEMENT FORM FOR LT CONNECTION WITHIN DMRC AREA (FOR NEW CONNECTION/LOAD ENHANCEMENT OR REDUCTION/CHANGE OF NAME OF CONSUMER/RECONNECTION)

Application No. _____

Please Note: - 1. Please fill the form in Capital Letters with ink. 2. Please tick appropriate box (Right) wherever applicable. 3. Please furnish correct information. 4. Please furnish installation Test Report after completion of installation giving full details of load/machinery etc.			Paste (do not staple) signed passport size colour photograph of Applicant		
1	Applicant's Name (In Full) and Corporate/Permanent Address		2	Father/Husband's Name	
3	Address at which supply is required	Shop/ KIOSK No	4	Purpose for which supply is required (Nature of business & details of gadgets / equipments to be used)	
		Floor level of shop/ KIOSK			
		Metro station Name			
		Telephone No.			
5	Source of Power Supply To be filled by DMRC		Mobile	email ID	
6	Billing address (different from above)	House Flat No.			
		Street			
		Colony / Area			
		PIN			
7	Class of Premises	Residential	Non-residential		
		Office	Shop or Hotel / Restaurant		
		Others (Pls specify)			
8	Types of services desired	New Connection	Load enhancement		
		Change of Name	Load Reduction	Reconnection (Please give reason of disconnection)	
9	Applied Load in (KW)				
10	Consumer K. No. of any meter holder of the premises if provided with electricity or of the nearest premises having electricity	(Please fill this if applying for a new connection)			
11	Existing Consumer No. (Please fill this if applying for change of name, load enhancement, reduction etc.)				
12	Existing Consumer's Name (Proposed name to be shown at S/N 1 above)	13	Father / Husband's Name		
14	Existing sanctioned Load as per electricity Bill (KW)	15	Proposed Load (KW)		

16	Bank A/C No. (Current/Saving)					
17	Name of the Bank, Branch, MICR Code					
18	PAN No. of Applicant					
19	Document(s) attached (Please tick)	Proof of Ownership/ Occupancy*	Sales Deed		Ration Card	Rent Receipt
			Allotment/Possession letters		Electoral Card Identity	NOC
			Lease deed		Passport	
			Property Tax Receipt		PAN Card	Registered GPA
		Others				
		<p>*Note - Documents required in case of</p> <p>A. Company –</p> <p>1. Certificate of Incorporation.</p> <p>2. Memorandum and Articles of Association.</p> <p>3. Authority of the Person signing by a Board Resolution or under authority of any person authorized by Board Resolution.</p> <p>B. Partnership –</p> <p>Names and address of partners, Form A and Form C Certificate issued under the Partnership Act.</p> <p>C. Society Body Corporate –</p> <p>Byelaws and resolution and Authority of the person signing.</p>				
20	Summary of request Made (Please fill in and tick whichever is applicable)					
	a)	New Connection for _____ KW				
	b)	Change of Name of Consumer				
	c)	Load enhancement/reduction from _____ KW to _____ KW				
	d)	Reconnection of supply.				

ACKNOWLEDGEMENT OF REQUISITION

Signature of Applicant

Application No. _____

Date	Applicant's Name	Request Made For	Existing K. No. (if any)
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Note – Consumer K. No. to be allotted by O&M / DMRC

SIGNATURE BY THE AUTHORIZED OFFICER

ELECTRICAL INSTALLATION TEST REPORT

Name & Address of the Licensee	:	
Location	:	
Kiosk/Stall No.	:	
Connected Load	:	
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 energising.

I will be responsible on behalf of Licensee for non-compliance of any of the above.

Seal & Signature of the Licensee

Seal & Signature of Electrical Contractor
(Holding Valid License from NCT of Delhi)

**GENERAL TERMS AND CONDITIONS FOR PROVISION OF ELECTRICITY IN
UNDER GROUND STATIONS**

- a) In addition to the air conditioned and well lit station environment DMRC will provide power supply of single phase, 415V, 50 Hz for a max connected load up to 10 KVA for UNIPAY PAYMENT (KIOSK) MACHINE and 0.2 KVA per Sq. m for shops.
- b) Use of any PVC material is not permitted in the underground stations. GI Conduit, wiring, cabling shall be of specification given in Annexure. Licensee shall make sure that any cable wire used in underground station will be fire Retardant Low smoke zero Halogen (FRLSOH), copper cable.
- c) Licensee will provide a separate protection for their electric requirement with proper discrimination with up stream breaker. Licensee should obtain prior approval of DMRC for rating of MCB and ELCB to be provided in low voltage switchboard.
- d) Earthing will be provided by use of copper strip of size approx 25mm x3mm or higher, depending upon the fault level. Licensee should obtain prior approval of the earthing scheme from DMRC.
- e) Licensee will be required to execute / get all the works executed through a licensed Sub Contractor from a source point on wards. For this, he shall be required to prepare all the plans/drawings with calculations and obtain prior approval of DMRC before execution.
- f) All materials, workmanship specification must be of the standards, codes and specification as used by DMRC in the E&M works for underground MRTS stations. All costs associated with provision of electricity will 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.
- g) The energy consumed shall be charged based on Energy Meter Reading (KVAH), which shall be taken once in a month on a nominated day by the DMRC's representative. 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 by DMRC.
- h) The tariff for electricity to be charged from licensee shall be proper DERC's latest regulation and amendments thereto from time to time.
- i) Licensee shall be required to sign 'back to back' agreement with DMRC on the lines, DMRC would be signing / have signed with electricity distribution company for supply of electricity.
- j) The charges/deposits (such as advance energy charges, refundable consumption deposit etc.) will be, as decided by DERC/DMRC as the case may be.
- k) In case, the licensee draws power more than the connected load, his electricity connection shall be disconnected. The electricity connection will be provided back 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.
- l) In case, the licensee is found misusing electricity or tampering with the energy meter, a token penalty of Rs.1,000/- will be charged from him along

with disconnection of power supply. Reconnection of power supply will be done only after charging Rs. 100/- as reconnection fee and clearance of all dues duly obtaining approval of Competent Authority of DMRC.

- m) From the DMRC DB to Main MCB/MCCB of shops only XLPE insulated armoured copper conductor LSZH cable can be used with loop earth conductor of suitable rating as per CPWD specifications.
- n) Up to 10 KVA load single-phase connection can be provided and more than 5 KVA only 3 phase supply shall be provided.
- o) Test reports of internal wiring and cables used shall be submitted by contractor before energisation of supply.

SPECIFICATION OF MATERIALS (FOR UNDER GROUND STATIONS)

1. Wiring

- i. All internal wiring shall be fire retardant, low smoke zero halogen (FRLSOH – type). Wiring shall comply with the requirement of BS 7211.
- ii. All wiring material and installation shall conform to requirement of NFPA – 70 (National Electrical Code).
- iii. Approved Vendor for wires – M/s Reliance, M/s Polycab, M/s DUCAB Dubai, M/s Cords Cables and M/s Havells.

2. Cables

- i. All cables used for supplying power shall be strictly fire retardant, low smoke zero halogen (FRLSOH) complying with BS 6724.
- ii. All cables shall have thermo setting insulation (XLPE) and low emission of smoke and corrosive gas when affected by Fire.
- iii. Approved vendor for cables - M/s Polycab, M/s DUCAB Dubai, M/s Reliance M/s KEI, and M/s Cords Cables.

3. Cable tray, Conduit, Cable Ladder, etc.

- i. In accordance with NFPA – 130, clause 2.52, material manufactured for use as conduit, Raceway, ducts, boxes, cabinet, equipment enclosures and their surface finish material shall be capable of being subjected to temperature up to 500 degree Centigrade (932 degree Fahrenheit) for one hour and shall not support combustion under same temperature condition.
- ii. Approved vendor for Conduit – M/s BEC/NIC/AKG, ISI Marked

4. Luminaries (Light Fittings) and Signages.

- i. Internal wiring of the luminaries/ signages panel shall also be FRLSOH type. Further any plastic used in luminaries shall be non-flammable material, meeting all the NFPA requirements, preferable by UV and shall be suitable for application. These plastics must meet UL – 64 standards on flammability of material.
- ii. Approved Vendor –Philips, Keselec.

5. Fire Extinguisher

- i. Every Shop/Property Development area must have enough fire extinguisher of following type:
 1. Carbon dioxide (CO₂) and CO₂ water type Fire Extinguisher
 2. The approved make for Fire Extinguisher – M/s Safex, M/s Minimax.
 3. Approved make for Hose Reel – M/s Steelage, M/s Minimax.
 4. Along with Fire Extinguisher, sand bucket of galvanized steel painted in red color and having capacity of 0.001 m³ filled with sand shall be provided.

(FOR UNDERGROUND STATIONS ONLY)

DECLARATION

I _____, son/daughter/wife of _____ resident of _____, (hereinafter referred to as the "Applicant", 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 "Applicant", 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 Applicant 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 Applicant has requested the DMRC to provide an electricity connection at the above-mentioned premises in the Applicant's name for the purpose mentioned in the application form.

The Applicant hereby agrees and undertakes:

1. that the Applicant 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 DERC'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 Applicant shall have no Objection for the DISCOMs to carry out Inspections of the Applicant's Meters & Equipments & Any Observation made by such Agencies, Which are acceptable to DMRC, shall be binding on the Applicant for Attention/Compliance.
3. that DMRC shall be entitled to disconnect the supply of energy by issuing a disconnection notice in writing, to the Applicant, if the Applicant is in default of payment of the due charges.
4. that the applicant 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 by DMRC.**
5. that all or any taxes/duties, as may be levied on the supply of electricity to the Applicant by DMRC, shall be paid and borne by the Applicant.

6. that the Applicant agrees that DMRC would accept an application from the Applicant for reduction in load only after two years from the original sanction. All applications for load enhancement by the Applicant would be dealt 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 Applicant'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 Rules, 1956 and other applicable laws, statutory provisions and standards in force at the time, and indemnify DMRC against any loss accrued to the Applicant on this account. Further, the Applicant 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 applicant, all the loss shall be borne by the Applicant.
9. to pay DMRC all costs and expenses that DMRC may incur by reason of a fresh service connection being given to the Applicant.
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 Applicant.
11. to be bound by DMRC's conditions of supply, the provisions of Delhi Electricity Reform Act, 2000, all Regulations framed by the Delhi Electricity Regulatory Commission including but not limited to Delhi Electricity Regulatory Commission (Performance Standards-Meeting & Billing), Regulations, 2002, Tariff Orders, and any other law, if and as amended and applicable from time being in force.
12. that DMRC shall not be responsible for any interruption/diminution of supply.
- 13.

13.1 Licensee will 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 L&T/Havells or similar make along with test certificate shall be arranged by the applicant. The meter shall be installed and sealed by DMRC, either within the premises of the applicant or at a common meter room/board. Applicant 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 applicant. Approval to the layouts/ schemes/ details shall be taken from DMRC O&M wing.

13.3 Only FRZHLS cable of required size shall be used for tapping off supply from DMRC fixed supply to licensee premises **in rigid GI conduit pipe.** (Specification and approved makes of material attached in Annx. A).

- 13.4** Licensee will also do wiring within his shop/stall/UNIPAY PAYMENT (KIOSK) MACHINE by using GI conduit. The Licensee shall use FRZHS 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 will provide Power Supply of single phase, 230V, 50Hz for a max. connected load up to 10 KW, Electrical load requirement exceeding 10 KW will 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 will only be the permitted to use standby UPS/Invertor System with maintenance free battery. The Load of such standby UPS/Inverter system will 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 will 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 entire work shall be carried by the Electrical Contractor/agency at Licensee's cost. 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 applicant shall be submitted by the Licensee.
- 13.12 Fire Extinguisher**
- a) Every Shop/Property Development area must have enough fire extinguisher of following type:
 - b) Carbon dioxide (CO₂) and CO₂ water type Fire Extinguisher
 - c) The approved make for Fire Extinguisher–M/s Safex, M/s Minimax, M/s Safe Guard, conforming to IS:2878.
 - d) Approved make for thermo plastic synthetic Hose Reel Type-2 conforming to IS 12585:1988 – M/s Kesra plast
 - e) Along with Fire Extinguisher, sand bucket of galvanized steel painted in red color and having capacity of 0.001 m³ filled with sand shall be provided.

- 13.13 Licensee will not be allowed to provide Room Heating appliance of any kind.
- 13.14 The power shall be supplied normally at the rate of 0.5 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 there after on three phase system if required by the Licensee will be supplied subject to availability at an additional cost and conditions to be stipulated by DMRC.
- 13.15 In case, Licensee draws power more than the connected load, his electricity connection shall be disconnected. The electricity connection will be provided back on first occasion only when Licensee pays necessary penalty as per DERC norms and removes excess load. On the subsequent occasion, DMRC reserves the right to revoke the license and forfeit the interest free security deposit.
- 13.16 In case, the Licensee is found mis-using Electricity or tampering with the Energy meter, a token penalty of Rs. 1000/- will be charged from him along with disconnection of power supply. Reconnection of power supply will be done only after charging Rs. 100/- as reconnection fee and clearance of all dues duly obtaining approval of Competent Authority of DMRC.
- 14 that the Applicant 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 Applicant'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 Applicant'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 Applicant'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 Applicant, 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 Applicant, after adjusting the advance consumption deposit, to other service connection(s) that may stand in the Applicant'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 Applicant 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 Applicant's knowledge. If any information is found incorrect at a later date, the company will have the right to withhold /disconnect supply, as the case may be, and forfeit the advance consumption deposit.
23. The applicant acknowledges and accepts that the relationship of the applicant with DMRC is not that of a consumer and a licensee but that of a commercial arrangement where the applicant has taken on lease/license a premises of DMRC and the Electricity connection is being provided as a part of the above arrangement.

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

Signature of Applicant

(Full name)

Date:

Place:

Signed and delivered in the presence of:

Witness:

1. Signature _____
Full Name _____
Complete Address _____
Phone No. _____

2. Signature _____
Full Name _____
Complete Address _____
Phone No. _____

**LIST OF DOCUMENTS TO BE SUBMITTED ALONG WITH THE
APPLICATION FOR NEW CONNECTION**

Category	
Non-Domestic Low Tension/ Mixed Load High Tension	<ol style="list-style-type: none"><li data-bbox="711 344 1433 478">1. Installation Test Report issued by licensed electrical wiring contractor in the prescribed format (available with the application form) and countersigned by the applicant.<li data-bbox="711 516 1433 676">2. Proof of allotment of the space/area leased out by DMRC in the form of the following: Allotment/possession letters, Lease deed, General Power of Attorney together with proof of ownership of the executor.

* Applicable in case of a company.

REQUEST FOR PERMANENT SUPPLY

Name of the Licensee	:-	
Station	:-	
Reference to allotment letter (Copy to be attached)	:-	
Load Requirement (KW)	:-	
Advance Consumption Deposited as per load	:-	
Cable size (as per Annexure-A) (Sqmm)	:-	
MCCB/MCB (as per Annexure-A) (KA & make)	:-	
ELCB (as per Annexure-A) (mA & make)	:-	
MDI/TOD Energy meter (rating & make)	:-	
Cable layout plan (submitted by license & signed by concerned E & M supervisor)	:-	Yes/No
Electrical Declaration along with annexure on Rs.100/- Non-judicial Stamp paper	:-	Yes/No

Checklist for release of Permanent Supply

Following are to be ensured before release of permanent supply:-

1. Reference to temporary supply release/date.
2. Proper cabling has been done as per approved cable layout plan and cable size as per approved makes of DMRC.
3. Lockable DB has been provided by the Licensee and sealed by the DMRC E&M supervisor.
4. MCB and ELCB as per approved rating & makes of DMRC have been provided.
5. Electrical Declaration along with annexure on Rs. 100/- non judicial stamp paper submitted to PD wing.
6. Meter test report and cable test report submitted to the concerned E&M supervisor of DMRC.
7. Installation test report from Authorized Electrical Contractor to Government of Delhi to be submitted by the Licensee.
8. Compliance of all electrical requirements such as FRLS/ZHLS wiring, etc.
9. Compliance of all fire safety requirements such as fire extinguishers, etc. duly checked by concerned fire inspector.
10. Certificate of completion of electrical work by concerned E&M wing.
11. Certificate of completion of fire requirements by concerned fire inspector.
12. DFS clearance for major PD installation.

APPROVED MAKES FOR ELEVATED STATIONS

S/N	Item	Approved Makes
1.0	GI Conduit Pipes	BEC, AKG, Steel Kraft
2.0	GI Conduit Accesories	Confirming to BIS as per approved samples
3.0	Copper Conductor FRLS, PVC insulated wires for wiring in conduit	National, Ecko, Finolex, Havells, Grandlay, NICCO, Asian.
4.0	Switches & Socket outlets	Crabtree, M.K.electric, Anchor, MDS, LK (Schneider)
5.0	Miniature Circuit Breaker	L&T Hager, MDS, Siemens, GE, Merlin-Gerin, ABB.
6.0	Residual CurrentEarth Leakage	L&T Hager, MDS, Siemens, GE, Merlin-Gerin, ABB
7.0	MCB Distribution Boards	L&T Hager, MDS, Siemens, ABB, INDO,ASIAN,Havells, GE, Schnieder
8.0	Copper Conductor XLPE Cables (FRLS) for underground cabling.	Cable Corporation of India, Universal, Fort Closter, NICCO, Finolex, Asian/RPG.
9.0	Energy Meters with MDI/TOD.	L&T, SECURE, DUCATI.