



No. 2016/DMRC/OP/PB/Walk-in/Scheme

POLICY FOR LICENSING OF SPACES FOR COMMERCIAL UTILIZATIONS ON WALK-IN BASIS SCHEME

1. Terms and Conditions for walk in basis scheme:

All terms and conditions including the eligibility criteria shall be same as that of the failed auction/ tender from which the inventory has been taken.

2. Procedure for Selection/Shortlisting of applicants:

- (i) The applicant shall require to submit the Application Form as per the set approved format, separately for each intended inventory through email only (walkinpbcell@dmrc.org).
- (ii) The selection is based on the first come first serve basis. The applicant whose application is received first on e-mail will considered eligible for the said inventory.
- (iii) The intimation to the successful party shall be given through e-mail as well as on telephone on the contract number provided in the application.
- (iv) The applicants shall be required to submit the tender cost and earnest money deposit amount in the form of demand draft only in favour of "Delhi Metro Rail Corporation Ltd.", payable at New Delhi, within two working days from the date of intimation to the successful parties through e-mail/phone or else the candidature for the particular inventory shall be cancelled and the applicant unequivocally and voluntarily agrees not to seek any claim, compensation or any other consideration in case of non-allotment on whatsoever reason.
- (v) DMRC shall free to allot that inventory to other bidder who has applied subsequently for the inventory. Any decision taken by DMRC management will be final and binding on the applicants.

3. Submission of Applications:

The applicant shall be required to submit their application along with tender cost, application fee (EMD), address proof and PAN card at the following address within two working days from the date of intimation to the successful party:

General Manager/Property Business
Delhi Metro Rail Corporation Limited,
2nd Floor, A Wing, Metro Bhawan,
Fire Brigade Lane, Barakhamba Road,
New Delhi- 110 001
Tel- (011)23417910-12, Ext. 534772, 534384, 534779

Any clarification on the policy can be made at the above address.