



# INDRAPRASTHA GAS LIMITED

(Joint Venture of GAIL (India) Ltd., BPCL & Government of NCT of Delhi)

IGL Bhawan, Plot No. 4,  
Community Centre, Sector-9, R.K. Puram, New Delhi-110022

FOR OFFICIAL USE ONLY

REG FORM NO U

DATE OF RECEIPT .....

## APPLICATION FORM FOR REGISTRATION & SUPPLY OF DOMESTIC PIPED NATURAL GAS CONNECTION

**(To be filled in Block/Capital Letters Only)**

I/We wish to register for domestic Piped Natural Gas connection as per details mentioned below :-

NAME: Mr./Ms./Mrs. : \_\_\_\_\_

Father's/Husband's Name : \_\_\_\_\_

Address : House No. : \_\_\_\_\_ Street Name : \_\_\_\_\_

State \_\_\_\_\_ Pincode : \_\_\_\_\_

Landline (Office) : \_\_\_\_\_ (Residence) \_\_\_\_\_

Mobile No. : \_\_\_\_\_ e-mail : \_\_\_\_\_

Type of Ownership, Please tick (✓)

Owner

Rented

*If Rented, please submit NOC to be issued by the lawful owner of the property as specified below :-*

**PAYMENT DETAILS :** (Non-Refundable additional charges, if applicable to be paid on completion of the installation as per Clause No. 2 of Customers' Rights & Obligations)

Pay Order/DD/Cheque No. \_\_\_\_\_ Date : \_\_\_\_\_

Drawn on : \_\_\_\_\_ favoring "INDRAPRASTHA GAS LIMITED"

Amount : \_\_\_\_\_ towards Refundable Security Deposit as per the terms and conditions stated overleaf.

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

**PAYMENT IN CASH IS  
NOT ACCEPTED**

Your's Faithfully

(Signature of the Applicant)

### **NO OBJECTION CERTIFICATE (To be Filled by the lawful Owner)** **(Applicable only if the premise is rented)**

This is to certify that I, Mr./Ms./Mrs. \_\_\_\_\_ am the lawful owner of the above-mentioned property.

I have no objection, if the tenant of the property as mentioned above, avails domestic PNG connection from Indraprastha Gas Limited.

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

Permanent Address of Owner : \_\_\_\_\_

Landline (Office) : \_\_\_\_\_ (Residence) \_\_\_\_\_

Mobile No. : \_\_\_\_\_ e-mail : \_\_\_\_\_

Proof of Ownership (as enclosed) : \_\_\_\_\_

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

## TERMS AND CONDITIONS FOR SUPPLY OF PIPED NATURAL GAS TO DOMESTIC CONSUMERS

The agreed terms and conditions between the Indraprastha Gas Ltd., (hereinafter referred to as "Supplier") and the applicant (Hereinafter referred to as "Customer") for the supply of Piped Natural Gas (PNG) are stated below :

### Definitions :

- 1 "Supplier" means Indraprastha Gas Limited (IGL).
- 2 "Customer" means the applicant for a domestic Piped Natural Gas (PNG) connection.
- 3 "PNGRB" means Petroleum and Natural Gas Regulatory Board.
- 4 "Last Mile Connectivity (LMC)" means equipments and installations used for providing PNG connections as defined in PNGRB Regulations 2008.
- 5 "SCM" means Standard Cubic Meter of GAS means a quantity of GAS required to fill one (1) cubic meter of space when the GAS is at an absolute pressure of seven hundred and sixty (760) millimeters of mercury and a temperature of fifteen (15) degrees Celsius.

### Supplier Rights & Obligations :

- 1 After receipt of the duly completed registration form together with the required interest free refundable security deposit, the Supplier shall commence to take steps to provide the PNG connection to the Customer. The Supplier shall make all efforts, as a prudent City Gas Distribution Company to install the connection within reasonable time, not exceeding six months from the date of registration, subject to the availability of access to the Customer's premises.  
  
In the event of any delay, due to non-availability of requisite permissions from land owning agencies of the area / society, the Customer may exercise the option to ask for the refund of their security deposit. The Supplier shall refund the interest free security deposit in the event of non-feasibility of providing the PNG connection to the Customer due to technical reasons, which the Supplier may discover at the time of execution of the work of installation of the connection.
- 2 The Supplier shall supply the gas at a pressure of 21 millibar to all the domestic Customers and maintain the maximum flow-rate of 0.75 SCM per hour.
- 3 The Supplier reserves the right to select safe and best possible pipeline route to provide PNG connections to individual residential units having necessary safety and statutory clearances
- 4 The Supplier shall convert the existing LPG burners to make it compatible for use on PNG for the first stove / appliance. Any subsequent conversions would be carried out on payment of applicable charges as prevailing at the time of receipt of the request.
- 5 Meter reading shall be taken during the period commencing 10 days prior to the last date of respective billing cycle. Bi-monthly bill shall be raised on the Customer on the basis of actual meter reading converted into Standard Cubic Meter (SCM) by applying correction factor. In case, in spite of best efforts the meter reading is not recorded due to any reason at Customer's end, a provisional bill of Rs. 250 will be raised and the difference in the amount if any will be adjusted in the next bill on the basis of actual meter reading obtained. In such case if the customer desires the bill based on actual meter reading, he/she may inform the current meter reading to the supplier with in 5 days from the last date of respective billing cycle through email at [customercare.png@igl.co.in](mailto:customercare.png@igl.co.in) or through letter containing the complete details including the Meter Number and Business Partner Number.
- 6 Each Meter shall be treated as a separate PNG connection. Extension from one floor to another shall be treated as new connection. However, extension in the kitchen on the same floor can be provided with extra charges of Rs. 350/meter length of pipeline subject to minimum charges of Rs. 1000/- (Non-refundable).
- 7 The modification of existing PNG installation may be carried out on request of the Customer along with the payment of applicable charges (Non-Refundable) as prevailing at the time of receipt of such request. Acceptance of any such request for modification is subject to conformity to relevant technical and safety standards.
- 8 If the banking instrument issued by the Customer gets dishonored for any reason, administrative charges of Rs. 100/- shall be levied and recovered from the Customer in addition to interest, if any, without prejudice to the right of the Supplier to initiate appropriate legal proceedings against the Customer for the said dishonors.
- 9 The Supplier shall not use Customer information obtained for a purpose other than for which it was obtained. The Supplier shall not disclose the Customer's information to any person/entity other than the Petroleum and Natural Gas Regulatory Board (PNGRB), Central and State Governments without the consent of the Customer in writing except for the following purposes.
  - a Billing or Market Operation
  - b Law enforcement
  - c When past due accounts of the customer have been transferred to a debt collection agency.
- 10 Supplier shall take all reasonable steps to ensure a regular and consistent supply of PNG to the Customer. However, in the event of any interruption due to force majeure like natural calamities, war and other unforeseen events etc beyond the control of Supplier, the Customer shall have no claim whatsoever, for the interruption of the supply. However, the supplier, as a prudent City Gas Distribution Company shall make all efforts to restore the PNG supply at the earliest.
- 11 The Supplier shall inform the PNG Customers through RWA / Managing committee of the affected society/area/colony of any planned shut down for undertaking maintenance activity in their respective areas.

### Customers' Rights and Obligations :

- 1 An interest free refundable security deposit of Rs. 5000/- per domestic connection shall be deposited through cheque / DD / PO payable at par in New Delhi in favour of "Indraprastha Gas Limited" towards the security of the equipments and facilities as defined in the PNGRB Regulations 2008.
  - 2 The domestic PNG Customer shall bear the actual cost of material and labour charges for GI pipe in excess of 10 meters before metering unit & tube/pipe in excess of 5 meters after metering unit excluding rubber tube.
  - 3 It shall be the responsibility of the customer to provide access to the route as decided by the Supplier for laying of pipeline inside the boundary wall of the premises of his/her residence. However, in case of flats located in multi storey housing societies, the Customer shall arrange NOC, if required for laying of pipelines, through the common portions/areas/walls inside of such housing complex, from the person/society concerned. In the event of non-receipt of such clearance in a reasonable time frame Supplier shall cancel the registration and refund the security deposit .
  - 4 The Customer undertakes to provide the Supplier with the proof of requisite safety and statutory clearances from the competent authority at the time of registration. The Customer is under obligation to provide the proof of ownership/tenancy of the premises to the satisfaction of the Supplier at the time of submission of the registration form.
  - 5 The Customer shall make use of the PNG supply for the registered premises only and shall not re-supply to any other person or property under any circumstances.
  - 6 All fittings & equipments as provided by the Supplier for the purpose of supply of PNG shall remain the property of the Supplier. The Customer shall remain the custodian of such properties and shall ensure the safety of these equipments.
  - 7 The Customer will not permit interference with PNG equipment and supply line by any person not authorized by IGL. Only the Supplier's authorized representative will have access to rectify any problem and maintain the equipment. Any unauthorized concealing / tampering / relocation of PNG installation is not permitted and shall be solely at the risk and cost of Customer. In such cases, the Supplier would forfeit the security deposit of Rs. 5,000/-. The Supplier reserves the right to discontinue PNG supply in case PNG equipments has been interfered with.
  - 8 The Customer is required to deposit Rs. 1000/- towards bill payment security deposit (Refundable) towards bill for consumption, at the time of registration.
  - 9 The Customer shall ensure access to the meter reader, authorized by IGL, for periodical meter readings and maintenance checks.
  - 10 The Customer shall ensure the proper & timely payment of gas consumption bills. Customer shall make full payment, against the bill raised by the Supplier within 21 days from the date of billing. Any default in the payment of bill will attract a penal interest of 2% per month. Non receipt of PNG consumption bill shall not be sufficient ground for non payment of bills. In case Customer has not received a monthly bill he/ she is under obligation to obtain a duplicate copy of same from the Supplier.
  - 11 In case the Customer fails to pay two consecutive bills, gas supply will be discontinued without any notice. The supply shall only be resumed by IGL after clearance of all the outstanding bills with applicable interest. A minimum amount of Rs. 1000/- shall be charged as re-connection charges to cover the expenses involved in disconnecting & reconnecting the supply. In such cases, Supplier reserves the right to resume PNG supply with Smart - Card enabled metering system.
  - 12 Supplier may install a Smart-Card enabled gas meter as part of PNG installation. Customer can buy / recharge prepaid smart cards for supply of PNG from various authorized channels made available by the Supplier from time to time. For Customers provided with smart card enabled gas metering system, Clause No. 9 & 10 under Customers rights & obligations shall not be applicable.
  - 13 In case the Customer desires to surrender the PNG connection, the Customer would be required to submit a written request along with the original receipts of payment made towards the refundable security deposit. The security would be released after deducting the final bill amount and other dues, if any, after taking the meter and other fittings in the safe custody of the Supplier.
  - 14 Customer understand the rubber tube is a consumable component of PNG installation. Customer is under obligation to get it replaced annually with payment of applicable charges. Customer shall also ensure that if at any time during the usage/non-usage of PNG connection, any damage is detected in the rubber tube, PNG supply should be stopped immediately and a request for replacement of damaged rubber tube with applicable charges should be placed with the Supplier. No request for compensation/adjustment in the PNG consumption bill on account of leakage of gas caused due to damage of rubber tube shall be entertained.
- General:**
- 1 Supplier reserves the right to reject any application for registration by intimating the basis for rejection of the application to the applicant.
  - 2 Prices of domestic PNG are subject to change and Supplier reserves the right to revise the prices at any time.
  - 3 Supplier reserves the right to amend/modify any or all of the terms and conditions with intimation to the Customer.
  - 4 The Supplier reserves the right to supply PNG to other Customers through the same pipeline at any point therein upto the meter outlet/isolation valve without affecting the customer's PNG supply.
  - 5 Any dispute arising out of/in relation to this agreement shall be decided by the arbitrator who shall be MD of IGL or his/her nominee Arbitration & Conciliation Act 1996 and any other modifications thereof shall be applicable to the proceedings. Venue of arbitration shall be New Delhi only.
  - 6 Notwithstanding any other court(s) having jurisdiction to try these suits arising out of this agreement, only court of Delhi shall have exclusive jurisdiction to try such suits to the exclusion of all other courts in the country.

### DECLARATION

I do hereby declare that I have read and understood the above mentioned terms and conditions of IGL for PNG supply at my premises and I hereby accept the same in its entirety. I acknowledge the receipt of the copy of the above terms and conditions and further I agree to abide by the terms and conditions of IGL and accordingly put and subscribe my hand to these terms and conditions

Date \_\_\_\_\_

\_\_\_\_\_  
(Signature of the Applicant)



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  - Any dispute arising out of/in relation to this agreement shall be decided by the arbitrator who shall be MD of IGL or his/her nominee Arbitration & Conciliation Act 1996 and any other modifications thereof shall be applicable to the proceedings. Venue of arbitration shall be New Delhi only.
  - Notwithstanding any other court(s) having jurisdiction to try these suits arising out of this agreement, only court of Delhi shall have exclusive jurisdiction to try such suits to the exclusion of all other courts in the country.

### ACKNOWLEDGEMENT

Received from: -----  
 R/O-----  
 On-----Completed Regn. From and payment of Rs.-----  
 By P.O./DD/Cheque No.-----dated-----drawn on-----

Authorized Signatory

## UNDERTAKING

I/We ..... resident of ..... have registered with Indraprastha Gas Limited (IGL) for domestic piped gas connection (PNG) at the above address. IGL will provide PNG connection at my premises in coming months.

Further in compliance with the Liquefied petroleum gas (Regulation of Supply and Distribution) Order, 2000 as amended vide notification dated September 10, 2009 I / We Undertake to surrender my/our domestic LPG connection with consumers no..... from .....(Name & address of the LPG Supplying Agency of IOCL, BPCL, HPCL), within 60 days of completion of PNG connection at the above address. I / We also undertake that if a LPG connection has been taken in the name of any adult member of my/our household (Means a family consisting of husband, wife, unmarried children and dependent parents living together in a dwelling unit having common kitchen) the same shall also be surrendered within 60 days of completion of PNG connection.

I / We also understand that Indraprastha Gas Limited is under obligation to discontinue PNG supply in case I/We fail to surrender the LPG connection provided or the dwelling unit whose is given above within 60 days from completion of PNG connection.

### वचन

मैं/हम

निवासी

उपरोक्त पते पर घरेलू पाइपड नेचुरल गैस (PNG) कनेक्शन हेतु इन्द्रप्रस्थ गैस लिमिटेड के साथ पंजीकृत हैं, इन्द्रप्रस्थ गैस लिमिटेड कुछ महीने के भीतर मेरे घर पर PNG कनेक्शन लगा देगी।

इसके अलावा, लिक्विफाइड पेट्रोलियम गैस (आपूर्ति एवं वितरण विनियम) आदेश 2000 जिसमें दिनांक 10 सितम्बर 2009 की अधिसूचना द्वारा संशोधन किया गया है, के अनुपालन में, मैं/हम उपर्युक्त पते पर (IOCL, BPCL, HPCL) की LPG आपूर्तिकर्ता एजेंसी का नाम और पता से

उपभोक्ता संख्या ..... वाले मेरे/हमारे घरेलू LPG कनेक्शन को उपरोक्त पते पर PNG कनेक्शन लगने के 60 दिनों के अंदर अभ्यर्पित करने का वचन देते हैं। मैं/हम यह भी वचन देते हैं कि यदि मेरे/हमारे परिवार (परिवार का अर्थ पति पत्नी अविवाहित संतान और आश्रित माता पिता से हैं जो एक आवासीय इकाई में एक साथ रहते हैं और जिनका एक साझा रसोईघर है) के नाम से यदि LPG कनेक्शन लिया गया है तो इसे PNG कनेक्शन पूरा होने के 60 दिनों के भीतर अभ्यर्पित कर दिया जाएगा।

मैं/हम यह भी समझ गए हैं कि आवासीय इकाई जिसका पता ऊपर दिया गया है, के लिए मुहैया कराए गए LPG कनेक्शन का PNG लगने के 60 दिनों के अंदर अभ्यर्पण करने में मेरे/हमारे विफल रहने पर इन्द्रप्रस्थ गैस लिमिटेड को PNG की आपूर्ति बंद करने का अधिकार होगा।

(Signature)

(हस्ताक्षर)

Date :

तारीख

Name

नाम

Address

पता