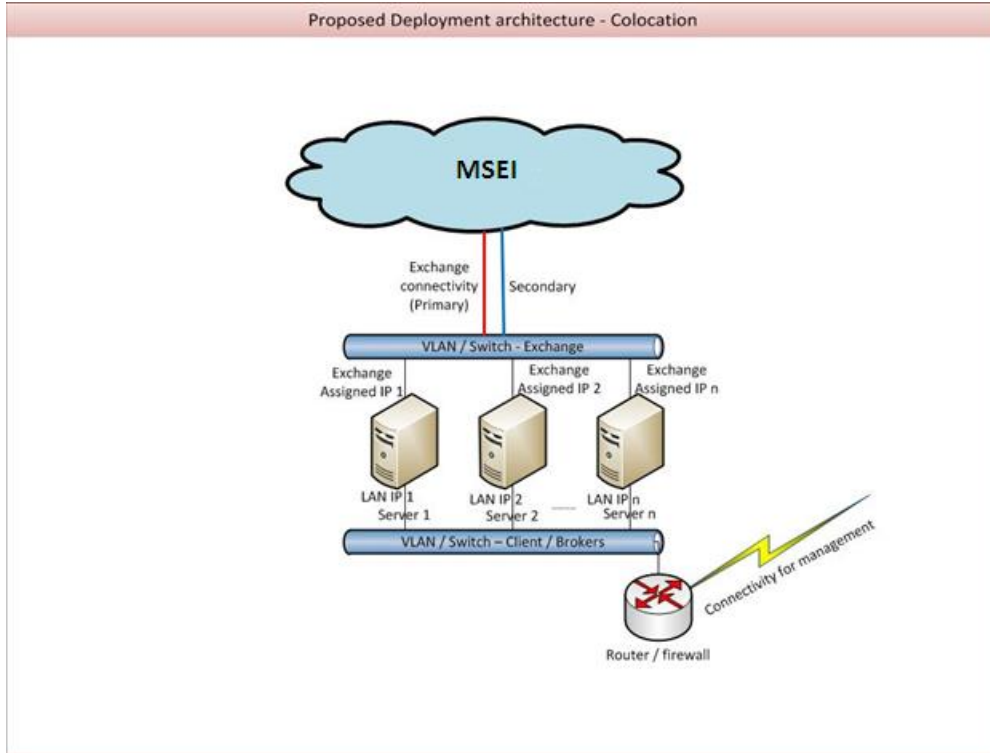




## Colocation – Handy guide

**From:**

**RECOMMENDED DEPLOYMENT ARCHITECTURE**



## KEY POINTS – DESCRIPTION AND REQUIREMENTS

- Separate VLAN's / switch to be implemented to segregate exchange and broker's LAN segment such that the Broker's LAN traffic does not flow in the Exchange LAN.
- Appropriate routes should be added on the servers to connect to Exchange. The gateway for these routes 10.128.X.X
- Servers default route should be pointed to the Broker's L3 devices (router / firewall)
- Ensure that the trading solution must request for the multicast (market feed) by issuing the IGMP join group request.
- The connectivity provided by the exchange is a 1 Gbps full duplex and configured as access port. Termination must be done on a switch port with similar speed.

**Annexure-I**

**List of charges for services offered for COLO**

S. No.	Particulars	COLO from TCL BKC IDC Datacenter	
		Full Rack	Half Rack
1.	Rack Charges (Annual Recurring)	Rs. 9 Lacs	Rs. 4.5 Lacs
2.	Initial Setup Charges	Rs. 1 Lac	Rs. 50,000
3.	Tick by Tick Market data	Free till September 30, 2015	
4.	*Support for Data Backup & Re-store per rack	Rs. 66,000	
5.	Hands and feet charges	Rs. 750 per half an hour	

**Note:**

\* Includes insertion/ removal of tapes and handing over the same to the authorized personnel. Backup tapes to be provided by the Member. Backup & Re-store activity will be performed once a day

**Supplies under "Full Rack"**

<b>Rack Space</b>	:	Standard 42U
<b>Rated Power</b>	:	6 KVA
<b>Max No. of IPs that will be provided</b>	:	10

**Supplies under "Half Rack"**

<b>Rack Space</b>	:	Standard 21U
<b>Rated Power</b>	:	3 KVA
<b>Max No. of IPs that will be provided</b>	:	5

**Terms & Conditions:-**

1. Charges will be applicable from the date of allotment of rack.
2. Data Center Fees paid by Trading Member, shall not be refunded or returned to the Trading Member in any event of Trading Member wish to withdraw or cancel Data Center Service at any time before completion of one year from the date of application/renewal.

**Application Form**  
*(On the letterhead of the Trading Member)*

To  
 The Membership Department  
 Metropolitan Stock Exchange of India Limited  
 4th floor, Vibgyor Towers, Plot No C 62,  
 G Block, Bandra Kurla Complex,  
 Bandra (E), Mumbai – 400 098.

Dear Sir/Madam,

I / We ..... (Name of the member) hereby apply for COLO facility offered by the Exchange at TCL BKC IDC. The details of the infrastructure are as follows:

1.	<b>Address</b>	
	Address line 1	
	Address line 2	
	Address line 3	
	City, State	
	Pin Code	
2.	<b>Contact Details</b>	
	Contact Person Name	
	Designation	
	Telephone No. – Extension	
	Mobile No.	
	Email ID	
3.	<b>Payment Details:</b>	
	Cheque / Demand Draft No.	
	Date	
	Drawn On Bank	
	Amount (in figure)	
	Amount (in words)	

**Services Availed:**

<b>Sr. No.</b>	<b>Particulars</b>	<b>Charges (INR)</b>	<b>Quantity</b>	<b>Total Charges (INR)</b>
1.	Charges Per <b>Full Rack</b> including basic Hands and feet support services as mentioned in the circular	9,00,000		
2.	Charges Per <b>Half Rack</b> including basic Hands and feet support services as mentioned in the circular	4,50,000		
3.	Initial Setup Charges per <b>Full Rack</b> - one time charge per rack.  [Includes cabling, server mounting, power connectivity, providing network infrastructure within the Data Center]	1,00,000		
4.	Initial Setup Charges per <b>Half Rack</b> - one time charge per half rack.  [Includes cabling, server mounting, power connectivity, providing network infrastructure within the Data Center]	50,000		
5.	Support for Data Backup & Re-store per rack  [Includes insertion/ removal of tapes and handing over the same to the authorized personnel. Backup tapes to be provided by the Member. Backup & Re-store activity will be performed once a day.]	66,000		
6.	Hands and feet charges	Rs. 750 per half an hour		

Note:

1. The Exchange reserves its right to revise the charges at its discretion.
2. Exchange reserves the right to add / modify / remove any of the services anytime at its discretion.
3. The charges are based on fair usage. The Exchange may levy additional charges in respect of usage which is not in accordance with fair usage, besides taking any other action as it may deem fit.
4. Charges are exclusive of any government taxes, duties and levies if any as applicable and the same are to be paid extra by members.
5. Data Center Fees paid by Trading Member, shall not be refunded or returned to the Trading Member in any event of Trading Member wish to withdraw or cancel Data Center Service at any time before completion of one year from the date of application/renewal

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6. This has to be submitted along with duly stamped and signed [Annexure-IV](#).

The Details of IT Equipment: -

Server Details										
S#	Server Make	Model	U Space	Device Sr. No.	Weight* (in kg.)	Power Rating (in kVA)	No. of SMPS	Server OS	Application	Database
1.										
2.										
3.										

Network Details							
S#	Equipment Make	Model	U Space	Device Sr. No.	Weight* (in kg.)	Power Rating (in kVA)	No. of SMPS
1.							
2.							
3.							

\* Total weight of all the equipment's for Full Rack and Half Rack should not exceed 370 Kgs and 185 Kgs respectively.

We agree to comply with the terms and conditions as specified in Exchange Circular \_\_\_\_\_ as may be amended from time to time.

Thanking you,  
**Yours Faithfully,**  
**For <Member Name>**  
 Authorized Signatory  
 Date:  
 Place:  
 Company Seal:



**Annexure-III**

**Renewal Form**

*(On the letterhead of the Trading Member)*

To

The Membership Department  
Metropolitan Stock Exchange of India Limited  
4th floor, Vibgyor Towers, Plot No C 62,  
G Block, Bandra Kurla Complex,  
Bandra (E), Mumbai – 400 098.

Dear Sir,

I / We ..... (Name of the trading member) hereby apply for renewal of co-location facility for rack no(s). ..... allotted to us in COLO facility at TCL BKC IDC.

We agree to comply with the terms and conditions as specified in Exchange Circular Ref. No. MCX-SX/MEM/2245/2014 dated September 26, 2014 as may be amended from time to time.

In this regard please find the payment details as follows –

Cheque /Demand draft no. :-

Drawn on Bank:-

Cheque /Demand draft date:-

Payable at: - Mumbai

Total Amount = Rs.....

Date:

Place:

Encl:

1. Cheque / Demand draft for renewal amount favouring "MCX Stock Exchange Limited".
2. Service Aailed form

**Services Availed:**

<b>Sr. No.</b>	<b>Particulars</b>	<b>Charges (INR)</b>	<b>Quantity</b>	<b>Total Charges (INR)</b>
1.	Charges Per <b>Full Rack*</b> including basic Hands and feet support services as mentioned in the circular i.e. On-site co-ordination and Power ON/OFF / Boot-on-request services	9,00,000		
2.	Charges Per <b>Half Rack**</b> including basic Hands and feet support services as mentioned in the circular i.e. Customer Service Desk, On-site co-ordination, dedicated resource (SPOC) for the account and Power ON/OFF / Boot-on-request services	4,50,000		
3.	Initial Setup Charges per <b>Full Rack</b> - one time charge per rack.  [Includes cabling, server mounting, power connectivity, providing network infrastructure within the Data Center]	1,00,000		
4.	Initial Setup Charges per <b>Half Rack</b> - one time charge per half rack.  [Includes cabling, server mounting, power connectivity, providing network infrastructure within the Data Center]	50,000		
5.	Support for Data Backup & Re-store per rack  [Includes insertion/ removal of tapes and handing over the same to the authorized personnel. Backup tapes to be provided by the Member. Backup & Re-store activity will be performed once a day.]	66,000		
6.	Hands and feet charges	Rs. 750 per half an hour		

## **Annexure-IV**

### **COLO Data Center Acceptable Usage Policy**

The purpose of this policy is to outline the usage of COLO Data Center Facility of the Exchange at TCL BKC IDC for business purposes. It is expected that all the members adhere to the safe-usage practices that do not disrupt the business or interfere with the other Members' activities. Acceptable Usage policy help "educate users", "define boundaries of behaviour", and "consequences of violating those boundaries".

#### **Policy**

1. The COLO Data Center work etiquettes have to be strictly adhered to while working inside the Data Center.
2. All Members shall submit a "Declaration" of authorized representatives that are allowed in the COLO premises during installation / maintenance or uninstallation of hardware. For this purpose, the "representative" shall mean employee/ temporary staff or third party personnel.
3. Any Member that wishes to grant access to an employee/ vendor personnel not on the permitted declaration must ensure that the employee/ vendor personnel is accompanied by someone on the "Declaration" at all times. Members are responsible for all actions of their employees.
4. The personnel visiting the Data Center are required to carry their Identification Proof and produce the same whenever demanded by Security Guards/ Data Center Staff.
5. Exchange will take necessary actions to protect the Member equipment. However, Exchange is not liable nor does it insure the Member equipment in the Data Center. Members are therefore advised to secure the value of their equipment and services by their own insurance.
6. Under no circumstances the member will be allowed to mount the monitors, keyboards, mouse in the racks. Member will be allowed to mount rack mountable monitors if they desire alternatively they may request the DC team to provide them with laptops / monitor, keyboard & mouse required for configuration purpose.
7. Under no circumstances is a Member or his authorized representative use this facility to engage in any activity that is illegal under local, state, national and/ or international law while utilizing Data Center resources.
8. Person visiting Data Center should ensure to be dressed appropriately as per general business etiquettes.
9. As per the requirements, all the IT equipment installed at COLO services should be dual power supply and rack mountable only. In case if member installs single power supply equipment, the Exchange will not be responsible for any power outage.
10. As there is no storage facility available for Member's IT equipment in COLO facility, members are requested to ensure that all IT equipment are installed in their respective allocated rack.

11. One Day prior intimation is required for Work permit request (Monday – Saturday)
12. Access to Data Center shall not be allowed during Market Hours

### **Do's**

1. Display the Visitor's Pass/ access card prominently at all times while in the COLO data center premises issued while entering the premises.
2. Co-operate with the Security Guards/ Admin staff at all times to abide to Physical Security Policy.
3. Carry a Challan / Delivery Note in duplicate of the equipment which they intend to bring into the DC. One copy will be given back to member confirming the receipt of materials.
4. Provide necessary information to Security Guards/ Data Center Staff and sign the required registers within COLO data center premises.
5. Follow the Material Movement Policy for moving your material in and out of the premises. Declare all material at security or whenever asked in the COLO data center premises.
6. Ensure that the initial setup is done in the Staging area. Only mounting and unmounting of equipment's will be permitted in the Datacenter.
7. Declare and deposit mobile phones with the on-duty Security Personnel at COLO data center premises.
8. Co-operate with Admin team to ensure cleanliness and overall hygiene within the premises.
9. Ensure that the initial installation or removal of the Member equipment is done in agreement with Data Center Manager in advance before actual activity is being carried out.
10. Notify the on-duty security Guard/ Data Center Manager immediately, if you find anything observed unusual.
11. In case of Fire/Emergency, immediately vacate the building. Follow the instructions of data center personnel for a safe and speedy evacuation.
12. While in data center premises, keep yourself aware about the nearest exit routes which are prominently marked for evacuation purpose.
13. Gather at the pre-designated assembly area where the Data Center Manager/ staff will ensure everyone is accounted for.
14. Undertake any Wide Area Network Connectivity subject to Exchange approval.

### **Don'ts**

1. Take any unauthorized person or give your access card to others or Tailgate.
2. Wander in the office area or anywhere in the COLO data center premises other than the facility assigned to you.
3. Bring any hazardous materials and/or dangerous material such as weapons, guns, knives or mace, alcohol; or drugs within the COLO facility or the building.
4. Bring the mobile phone inside the Data Center facility.

5. Bring any material like wet cell batteries, explosive, flammable liquids or gases, alcohol, controlled substances, weapons, cameras, tape recorders, etc. inside Data Center premises.
6. Photograph, videotape or film any areas in the COLO data center premises or the entrances to the Data Center facility.
7. Install any batteries in the Data Center facility.
8. Operate equipment specifically designed to emit Radio Frequency (RF) energy within the COLO data center facility without express written consent of an authorized data center representative.
9. Bring or consume any kind of food, beverages or liquids inside the Data Center.
10. Smoke in the data center premises.
11. Extend power to any rack.
12. Use extension cord or spike guard.
13. Misuse data center owned equipment or infrastructure for conducting unsolicited activities.
14. Touch/ interfere with any other equipment / devices inside the Data Center apart from own infrastructure.
15. Leave any material on the floor or in common areas.
16. Indulge into any activity whether verbal or through physical conduct that harasses, disrupts or interferes with another's work performance or that creates an intimidating, offensive, or hostile environment.
17. Disturb others by talking loudly, playing music, etc.

I have read the policy and agree to abide by Do's, Don'ts and other the terms and conditions.

**For <Member Name>**

Authorized Signatory

Date:

Place:

Company Seal