

ANX-1

(Issued by Sanctioned Authority mentioned in Certificate of Registration)
(Kindly print on letter head which was approved in registration certificate or memorandum of association)

Letter No.(mandatory).....date:.....(mandatory).....

To Whom So Ever It May Concern

Passport size photograph
of Sanctioned Authority
with Cross Stamp and Sign
by self mentioned in
Certificate of Registration.

Passport size
photograph of
authorised signatory
with Cross Stamp and
Sign by Sanctioned
Authority mentioned in
Certificate of
Registration.

Sub: **Authorization letter for Authorized Signatory.**

This is to certify that Mr./ Mrs.(name of Authorised person).....is working as (Designation).....
in (Company name).....

His office address is:

(Location).....City.....State.....Pin.....

Permanent Residential Address is:

(Location).....City.....State.....Pin.....

Aadhar card No.....Date of birth.....

Contact Mobile no. Registered for Aadhar OTP.....

Contact no. (Office)..... **Mobile**.....

He is authorized for taking new Prepaid/ Post-paid GSPS connection of (No. of connections)....Nos.
under **Bulk Connection Category**.

Details of all the connection are mentioned at ANX-3.

Signature of authorized Signatory is attached below:

Signature of Authorised
Signatory

Regards,

Sanctioned Authority Signature
Name
Designation
Department name
Stamp

ANX-2-I

(Issued by Authorised Signatory specified by sanctioned authority in Anx-1)
(Kindly print on letter head which was approved in registration certificate or memorandum of association)

Letter No. (mandatory).....

date:.....(mandatory)

To,
GM INMARSAT
BSNL

Sub: Request Letter for activation of GSPS Connections under BULK CONNECTION CATEGORY.

Sir,
We have requirement of (No. of Connections)....nos. of GSPS Connections for the purpose of
.....Please give purpose.....

I have been authorised to take GSPS Prepaid/Post-paid Bulk Sims from BSNL.
The authorisation letter from (Sanctioned authority designation).....are attached at ANX.1.

Kindly issue and activate connection in the name of (Company /Department Name).....

Office Email ID (for further communication).....
(Mandatory in case of post-paid connection for sending soft copy of bill)

The details of officers, who will use these connections, are attached at ANX-3.
Contact person for further communication regarding Bill/Recharge (mention if other than you):
Name:

Contact no. (Office) **Mobile**.....

Regards,
Signature of Authorised Officer
Name
Designation
Department Name
Authorised Signatory Stamp

Please attach following documents along with these forms:

1. *BSNL CAF (2 Nos.) cross stamp on photo with sign by authorised signatory.
2. *Self attested Photocopy of 2-seperate Ids i.e. Aadhaar card/Driving licence/Voter card/Passport of the officer authorised for taking new SIMs with stamp.
3. Company PAN Card.
4. *Self attested Photocopy of Aadhaar card/Driving licence/Voter card/Passport of sanctioning authority specified in certificate of registration.
5. *Company Certificate of Registration.
6. *Company Memorandum of Association.

Note:

1. In order to issue the SIM card, as per DOT guidelines issued vide letter no. CGMT/HR/CMM/CAF/X/2012/4 dated 03.10.2012, the above details marked * in ANX-1, 2 and 3 are mandatory, Failing which the SIM will not be issued.
2. **Filled by BSNL Office.
3. Please follow this format strictly.

ANX-2-II

(Issued by Authorised Signatory specified by sanctioned authority in Anx-1)
(Kindly print on stamp paper of Rs-10/- and attested with Notary)

UNDERTAKING

I hereby undertake the following on behalf of (Company name) _____ with respect to the new GSPS (ISAT-2) Connections being taken from BSNL:

- 1) We shall pay the license fees and spectrum charges of WPC for the new ISAT-2 phones to BSNL as per the date of LoI (date of renewal of license) from WPC, every year (2018 onwards).
- 2) We shall inform BSNL in case of any eventuality with ISAT-2 phone(s) like theft, loss etc. and also take necessary action in this regard.
- 3) We shall abide by all the instructions issued from WPC /DoT with regard to Satellite phone service, instructions for CAF and possession of its handsets, issued from time to time.
- 4) We will not use the GSPS connection/ service for any unlawful/ illegal/ immoral purposes.
- 5) We will not use improper/ abusive/ indecent/ threatening/ harassing language on the GSPS connection.
- 6) We will not send obscene, indecent, threatening, harassing, unsolicited messages or messages affecting/ infringing national interest to create any damage or risk to BSNL or its equipment/ network and/or other customers.
- 7) We will be responsible for safe keeping of SIM/GSPS Handset provided to him to gain access to GSPS network of BSNL.
- 8) In case of loss of Handset/SIM by the customer, the same shall be reported to BSNL at the earliest.
- 9) The liability arising from the unauthorized use/ misuse of SIM card shall be borne by me.
- 10) We will provide all information and cooperation to BSNL that BSNL may reasonably require from time to time.
- 11) In case of failure to observe above conditions, BSNL reserves the right to disconnect service without liability, at its sole discretion.

(Notary Stamp and Sign)

Signature of Authorised Officer
Name
Designation
Department Name
Authorised Signatory Stamp

To,

GM (Satellite), BSNL,
Satellite Building,
ALTTC ,
Rajnagar,
Ghaziabad-201002

ANX-3

The details of officers, who will use GSPS connections: (Issued by Authorised Signatory specified by sanctioned authority in Anx-1)

Sr. No	Officer's Name	Designation*	Office Address*	Handset IMEI No.*	Handset Location*		Allotted GSPS No.**	Allotted SIM Number**
					Latitude	longitude		
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								

Regards,
Signature of Authorised Officer
Name
Designation
Department
(Sign and Stamp on every Page of detail and table also)

ANX-3

The details of officers, who will use GSPS connections: (Issued by Authorised Signatory specified by sanctioned authority in Anx-1)

Sr. No	Officer's Name	Designation*	Office Address*	Handset IMEI No.*	Handset Location*		Allotted GSPS No.*	Allotted SIM Number*
					Latitude	Longitude		
11								
12								
13								
14								
15								
16								
17								
18								
19								
20								

Regards,

Signature of Authorised Officer

Name

Designation

Department

(Sign and Stamp on every Page of detail and table also)

(On the Letter Head of Department/Organisation)
Annexure 4

Ref. No...... **Dated**

To

SDE– Customer Support Centre (GSPS)
BSNL Satellite building, ALTTC Campus
Ghaziabad. U.P-201002

Sub: Authorization to collect the ISAT phones from BSNL GSPS (Inmarsat) Ghaziabad.

I/We (**name of customer/organisation**) hereby authorise to _____, working in the office Virtuoso Technologies India Pvt to collect (10) nos. of handsets on behalf of (**name of customer/organisation**) against the PO No /Demand Note no.....

Signature of the Authorised Signatory

Name.....

Designation

Date.....

Office Seal.....