



BHARAT SANCHAR NIGAM LIMITED
(A Govt. of India Enterprise)

Document for
Direct Selling Agent

DIRECT SELLING AGENT (DSA) DOCUMENT

INDEX

S.No.	DESCRIPTION	PAGE
1.	APPLICATION FORM	03
2.	TERMS AND CONDITIONS OF AGENCY FOR DIRECT SELLING AGENT (DSA's)	04
3	FORM OF AGREEMENT.	07
4	APPLICATION FORM FOR BULK PURCHASE OF CASH CARDS	16
5	JOBS FOR DSA ALONG WITH COMISSION STRUCTURE	17
6	CHECK LIST	20

**APPLICATION FORM FOR APPOINTMENT
AS A DIRECT SELLING AGENT (DSA)**

Recent Passport size
Colour Photograph

1. NAME of DSA

2. Permanent Postal Address & (contact
telephone number if any)

3. Educational Qualification:
(Attested copies of certificates attached)

4. Professional Qualification:
(Attested copies of certificates attached)

5. Experience:

6. Bank account No.

7. DD /Cash Receipt of Registration fee
(Rs. 1000/-)

8. Serving Area

JAIPUR SSA

Signature :-

Date :-

Place :-

Signature of DSA

3

Signature of SSA, Authority

TERMS AND CONDITIONS OF AGENCY FOR DIRECT SELLING AGENTS
(DSAs)

1. The Direct Selling Agent (DSA) shall be registered SSA / Area wise. The registration of DSAs in each Telephone District will be carried out in the Telephone District office by SSA Head concerned in consultation with the respective Internal Finance Adviser (IFA).
2. The basic qualification for registration as Direct Selling Agent (DSA) shall be 10th Pass. Marketing Agencies/ Companies dealing in information technology products shall also be allowed to register as DSAs.
3. The DSAs shall be required to deposit **Rs. 00/- as non-refundable** registration fee and **Rs 1500/-** shall be taken as **Security deposit** from DSA before entering into agreement which shall be **refundable without any interest** after expiry of the tenure. This will be valid upto 30.06.2009.
4. In the first year of registration, the Telecom District shall be permitted to register DSAs in any month of the financial year. However, the contract of the agency shall be synchronized with the financial year of the department subsequently. There shall be no reduction in the deposit fee for registering in between financial year.
5. The DSA shall be eligible for renewal of agency at the end of each financial year subject to satisfactory fulfillment of other operative conditions.
6. The DSA shall provide his permanent address and bank account number at the time of taking agency from department.
7. The DSA shall be required to bring customers for the various new services launched by the BSNL. At present the services enlisted for subscription through DSAs is as per schedule/Annexure-A. BSNL shall reserve the right to add or delete from the above list of services.
8. The DSA shall be given commission for each subscriber for each type of service brought by him to BSNL for service subscription. The rate of such commission shall be notified by BSNL from time to time. The present rate of Commission for the services proposed for subscription by DSA is given in annexure-A
9. Commission payable to the DSA would be as per Annexure-A
In case of discontinuation of service by the subscriber before the expiry of period specified in the Schedule of this Agreement no commission shall be payable by the department to the DSA and commission already paid at the time of commissioning of the service, shall be deducted from the DSAs account settlement.

10. The account of the DSA shall be maintained at Telephone District Headquarters and shall be settled quarterly.
11. All DSAs shall be given photo identity cards by heads of the Telecom Circle/Metro Telephone District. These photo identity cards shall be returned by the DSAs to its issuing Authority at the expiry of the agency and shall be destroyed. The identity card shall contain the name of the DSA, DSA Number (which shall be Unique for each Telecom Circle/Metro Telephone District, name of the jurisdictional SSA), and Permanent address of DSA. It shall also have a prominent print declaring that the DSA is not authorized to collect any type of cash charges/cheques/demand draft in his name from the customer/subscribers.
12. The identification of customers brought by the DSAs shall be carried out by DSAs 'SEAL' which shall be imprinted on the registration form of the particular service supplied by the Department.
13. All DSAs shall be required to bring as many customers in a month/year as per the target set by BSNL from time to time to make him eligible for renewal of DSA
14. In order to facilitate marketing activities of the DSA, BSNL will provide technical support in the form of specification and other technical literature of the various services.
15. The enrolment of the DSAs shall be without prejudice to the right of BSNL to market these services from its existing or future outlets. Nothing in this document shall prevent BSNL to work out and introduce any other type of marketing arrangements that it may decide to introduce in future.
16. BSNL shall reserve the right to cancel the agency at any time without assigning any reason.
17. All disputes arising out of DSA scheme shall be decided by arbitration through an Arbitrator to be appointed by the CGMT, Rajasthan Telecom circle. The venue of the arbitration proceedings shall be at headquarters of the respective Telecom Circle/Metro Telephone District and the arbitration proceedings shall be in accordance Act 1996 or any reenactment or statutory modification thereof for the time being in force.
18. The necessary head of account and the detailed accounting procedure shall be decided by IFA of SSA.
19. The DSA can take agency of one service out of those listed at schedule/ Annexure -A or multiple services.
20. There is no restriction on the number of persons seeking to work as DSA for marketing and sale of BSNL services as mentioned in the Schedule/ Annexure -A of this agreement.

- 21 The proposed rate of commission can be reviewed by the BSNL if there is a reduction or increase in traffic for these services.
- 22 The DSA shall endeavor to market and sale BSNL services as mentioned in the schedule/ Annexure-A of this agreement within the area and will not do anything that may prevent or interfere with the development, promotion and popularization of such services.
- 23 The DSA shall not secure subscribers / customers sales outside the SSA(Allotted area).
- 24 The DSA shall not during the continuance of this agreement, secure subscribers/customers sales of similar clause of services- Value Added and new Services or such as would or might compete or might interfere with the sale of services by BSNL either on its own account or otherwise.
- 25 The DSA shall not in anyway pledge the credit of BSNL.
- 26 The DSA shall not give any warranty in respect of any of the services without the authority in writing of BSNL.
- 27 Verification of credentials of new subscribers: Documents submitted by subscriber/applicant along with application forms completed in all respect shall be checked fully by DSA, It will then confirm and certify.
- 28 BSNL shall have the right to refuse to subscribe or accept application for subscription recommended by DSA and the DSA shall not be entitled to any commission or service charges in respect of any such refused application for subscription or part thereof.

XXXXXXXXXXXXXXXXXX

(To be submitted on Non-judicial stamp paper of Rs.100/-)
REGN.NO./IDENTITY CARD NO.----

FORM OF AGREEMENT.

ARTICLES OF AGREEMENT made at _____
this _____ day of _____ 200... between the
_____ (SSA Head) acting through the Chief General Manager
Telecom Circle Rajasthan, Bharat Sanchar Nigam Limited hereinafter called
the "BSNL" (Which expression shall be deemed to include his successors
and assigns wherever the context so admits or requires) of the one part:

AND _____
Son of _____ by occupation
_____ of _____ herein after
called the Direct Selling Agent (DSA) (which expression shall include his
heirs, executors, and administrators wherever the context so admit or
requires) of the one part:

AND where as Bharat Sanchar Nigam Limited (BSNL), are desirous of
appointing Athorised Direct Selling DSA (DSA) with a view to promote the
Marketing and Sale of BSNL services as mentioned in schedule-A of this
Agreement (herein after referred to as "Services") introduced by the BSNL
(herein after referred to as "BSNL") as the BSNL may by a notification throw
open to Authorised DSAs for the aforesaid purpose.

AND WHEREAS the DSA has agreed to act as such authorized DSA on the terms and conditions a herein after appearing :

AND WHEREAS it is also one of the terms that DSA should as Registration Deposit (hereinafter referred to as " Security")for the due fulfillment of the said contract, deposit with the Appointing Authority, Cash of Rupees Five thousand Only (Rs 5000/-only.) which shall be refundable.

AND WHEREAS THE DSA has accordingly deposited with the Appointing Authority, Cash of Rupees Five Thousand only (Rs.5,000/- only) (Receipt No. _____.)

NOW it is hereby agreed by and between the parties here to as follows.

1. The DSA is hereby appointed as an Authorised Direct Selling Agent (herein after referred to as "DSA") for effecting the marketing and sale of BSNL services as mentioned in schedule-A of this Agreement introduced by BSNL (herein after referred to as "Services")as may be introduced by the BSNL and thrown open for securing subscribers customers sales through the DSAs subject as herein otherwise provided, the DSAs shall be entitled to receive a commission for promoting and popularization of the "Services" at the rates notified by the BSNL from time to time in respect of the services which are subject matter of this agreement.
2. The DSA shall sell / promote the services herein referred to in Annexure "A" in Telecom District of
3. The DSA shall be required to mobilize customers for the various services launched by the BSNL (herein after referred to as "BSNL") At present the services listed in Annexure "A" of this Agreement are enlisted for subscription through the Direct selling Agents DSAs. One or more services may be added and one or more services may be deleted for subscription through Direct Selling DSAs by the BSNL at any time at its discretion.
- 4 The DSA shall be eligible for renewal of agency at the end of each financial year subject to satisfactory fulfillment of other operative conditions determined by BSNL. There shall be no renewal fee or charges at the time of renewal.
- 5 Subject to the other conditions, the DSA shall be entitled to be given commission for each subscriber for each type of service brought by him to BSNL for service subscription. The rate of such commission shall be notified by BSNL from time to time. The present rate of commission for the services proposed and brought for subscription by the Direct Selling Agent (DSA)is given in Annexure "A".
- 6 Commission payable to the DSA would be as per Annexure-A of this Agreement.

In case of discontinuation of service by the subscriber before the expiry of specified period mentioned in shedule/annexure-A of this

- Agreement, no commission shall be payable by the department to the DSA and commission already paid at the time of commissioning of the service, shall be deducted from the account in the next account settlement.
7. The account of the DSA shall be maintained at Telecom District Headquarters and shall be settled on a regular basis.
 8. All DSAs shall be given photo identity cards by the SSA / Telecom district. These photo identity cards shall be returned by the DSAs to its issuing authority at the expiry of the agency and shall be destroyed by the concerned authority after maintaining a record of the same. The identity card shall contain the name of the DSA, DSA Number (which shall be unique for each SSA / Telecom district, name of the jurisdictional SSA), validity period of agency and Permanent address of DSA.
 9. The Direct selling Agent (DSA) is not authorized to collect any type of cash charges/cheques/demand drafts in his name from the customer/subscribers. The DSA shall be using a special form which will be having a clause for filling DSA name, DSAs number and DSA seal.
 10. The identification of customers brought by the DSAs shall be carried out by DSAs 'SEAL' which shall be imprinted on the registration form of the particular service supplied by the Department.
 11. For all the services mentioned in Schedule/Annexure-A of this Agreement, the DSA shall be responsible for the Document and Identity Verification of the Subscribers brought by the DSA and the DSA should comply with the clauses set by BSNL from time to time regarding the above.
 12. All DSAs shall be required to bring as many customers in a month/year as per the target set by BSNL from time to time. A customer subscribing for more than one service through the DSA shall be counted for the number of services subscribed for.
 13. In order to facilitate marketing activities of the DSA, BSNL will provide technical support in the form of specifications and other technical literature of the various services.
 14. The enrolment of the DSAs shall be without prejudice to the right of BSNL to market these services from its existing or future outlets. Nothing in this document shall prevent BSNL to work out and introduce any other type of marketing arrangements that it may decide to introduce in future.
 15. BSNL shall reserve the right to cancel the agency at any time without assigning any reason.
 16. All disputes arising out of DSAs scheme shall be decided by arbitration through an Arbitrator to be appointed by the CGMT Rajasthan Telecom circle. The venue of the arbitration proceedings shall be the headquarters of the respective Telecom Circle/Metro Telephone District and the arbitration proceedings shall be in accordance with the provisions of the

Arbitration and Conciliation Act, 1996 or any reenactment or statutory modification thereof for the time being in force.

17. The DSA can take agency of one service out of those listed at Annexure "A" or multiple services.
18. There is no restriction on the number of persons seeking to work as DSAs for marketing and sale of BSNL services as mentioned in the Annexure-A of this Agreement.
19. The proposed commission payable to the DSAs can be reviewed by the BSNL if there is a reduction or increase in tariff for these services.
20. The DSAs shall obtain from the subscribers documents in writing as may from time to time be prescribed by the BSNL in regard to provision of such services.

Instructions & guidelines issued from BSNL regarding verification of identity of postpaid & prepaid mobile subscribers before issue / activation of SIM cards.

Documents submitted by subscriber/applicant along with application forms completed in all respect shall be checked fully by DSA. It will then confirm and certify that –

1. No pre activated card is issued to the applicant.
2. Verification of document against original has been done at the point of sale (POS).
3. Subscriber enrollment form has been duly filled by applicant.
4. The photograph submitted has been matched with the applicant.
5. The form has been personally signed by the applicant in his presence.
6. The original proof of identity /address has been matched & verified with the self attested photocopies submitted by the applicant.
7. Application form plus supporting documents has been checked & certified that
 - (i) Documents are in order.
 - (ii) Signature on the self attested photograph match the signature on the application form.
 - (iii) Photograph on the form matches with the one on the photo ID document.

It is mandatory to follow each of the above steps before sending the application form by DSA. Violation of these instructions / procedure may lead to termination of DSA license.

21. Subject as herein otherwise provided the DSA shall be entitled to receive a commission at such rate or rates as may be notified by the BSNL from

time to time in respect of "Services" which are allowed through the DSA under the terms of this Agreement as per Annexure-A of the Agreement. No commission shall in any event be payable to the DSA on services other than the ones indicated at Annexure "A" until and unless included subsequently through another agreement.

22. The DSAs hereby undertakes to carry out such directions and instructions as may from time to time be issued by the BSNL or persons duly authorized by the BSNL and comply with all rules and regulations, pertaining to the provision of the "Services". from time to time and orders and regulations issued by the BSNL together with any modification (s) or additions thereof and to keep himself / itself acquainted with the aforesaid rules, orders and regulations and in particular undertake:-
- a. To comply with and follow all instructions printed on the official registration forms issued by the BSNL:
 - b. Not to make any unauthorized alteration in the matter printed on the registration forms.
 - c. To keep the certificate(s) of Authority /photo Identity Card issued by the Heads of Telecom Circle / Metro Telephone District issued to him/ it with care and in case of loss, immediately report the same to the Appointing/issuing Authority and the office of the BSNL or other office(s) to which he/it is attached.
 - d. To carry out this agreement faithfully and diligently and to the best of his/her ability to promote the said scheme. and
 - e. Not to assign or otherwise transfer the benefit of this Agreement or part thereof to a third party.

23. Subject to the provision for earlier termination herein after contained the period of the agency shall be as given in para-7 of the agreement decided by BSNL from time to time.

24. The agency shall be liable to be terminated by BSNL without notice if the work or conduct of the DSA is adversely commented upon by the supervising authorities or if he/it is in the opinion of the BSNL which shall be final and binding, in default or breach of any provision of this agreement or if he/it becomes insolvent, or the DSA organization runs into liquidation or if it is discovered that a part or the whole of the business was secured by the DSA with the help or convenience of an official of the BSNL or if in the course of any judicial proceedings it is found that he /she/it has knowingly participated in or convicted of fraud, dishonesty or misrepresentation against the BSNL or any of its customers As soon as such occasion for disqualification occurs BSNL is entitled to revoke or cancel the agency.

The commission earned on such business shall also be liable to forfeiture and if the commission on such business has already been paid, the DSA must forthwith refund it to BSNL.

25. This agreement may be terminated by either party by giving three months notice to the other. Provided, however, BSNL shall be at liberty to terminate the agency at any time without notice and without assigning any

reason for the same. The DSAs shall automatically stand terminated if BSNL announces by Notifications, the abolition of the DSA System.

26. On termination of this Agreement howsoever occasioned, the DSA shall forthwith deliver to BSNL all papers including the registration forms used, partially used and unused Receipt Books and document which may have come to his possession or custody under the terms of this Agreement.
27. The DSA hereby agrees to well and sufficiently protect and keep harmless and indemnify BSNL against all manners of embezzlement, misappropriation or misapplication of moneys, and the "services" which may from time to time during the continuance of this Agreement come into his / its possession or control or into the possession on control of the branches or individuals appointed as authorized workers at his/ its request and belonging either to the BSNL or to the subscriber to subscribers and also against the carrying away, loss destruction or otherwise of any writings, evidence, books or papers belonging to the BSNL or to any of the subscribers without direction and authority of the BSNL or person or persons duly authorized by the BSNL and against all cost, charges and expenses in relation thereto. The DSA shall also Indemnify fully BSNL against all losses or claims that may arise on account of his/its defaults and the defaults of any of the DSA organization and its branches or of individuals appointed as authorized workers at the DSA organization's request and any amount received by him /it or the authorized workers of any DSA- organization appointed at its request and which are not legally due to his/it and the authorized workers, and BSNL shall be fully Indemnified against all such losses or damages as aforesaid at any time
28. The Appointing Authority, the Issuing Authority, the Paying Authority and the Checking Authority shall be such authorities as may be appointed from time to time by the BSNL in the matter.
29. The DSA shall pay all such due to BSNL within the time herein before specified or as amended by BSNL. If the DSA fails to pay such sums as shall be due to the BSNL from time to time within the specified period then and in such event all sums due to BSNL (As to which the decision of Head of SSA /Telephone District shall be final) shall at the option of BSNL be recoverable in the same manner as an arrear of land revenue
30. The DSA shall endeavor to market and sell BSNL services as mentioned in Annexure-A of this Agreement and as introduced by BSNL within the area and will not do anything that may prevent or interfere with the development, promotion and popularization of such services.
31. The DSA shall not secure subscribers/ customers sales outside the allotted area.
32. The DSA shall not during the continuance of this Agreement, secure subscribers/customers sales of similar clause of services- mentioned in Annexure-A of this Agreement or such as would or might compete or might interfere with the sale of services by BSNL either on its own account or otherwise.

33. The DSA shall not in any way pledge the credit of BSNL.
34. The DSA shall not give any warranty in respect of any of the services without the authority in writing of BSNL.
35. The BSNL, shall have the right to refuse to subscribe or accept application for subscription recommended by the DSA and the DSA shall not be entitled to any commission or service charges in respect of any such refused application for subscription or part thereof.
36. It is clearly understood by the DSA that this is purely a business scheme and under no circumstances it entitled him/her for seeking employment /lien with the BSNL.
37. The company reserves the right to change the terms of trade from time to time with notice period of thirty days.
38. The company reserves the right to withhold or delay the commission for the DSA in case of any pending dispute in matters relating to activations or cancellations.
39. In case of any dispute arising between DSA & BSNL the same shall be adjudicated by the concerned SSA Head or any official appointed by the SSA Head.
40. The company's decision will be final on all matters relating to the business and will be binding on the DSAs.
41. All DSAs will report to SSA head through the nodal officer appointed by him.
42. All taxes present & future additional, taxes/ Levies / duties etc thus may be levied by the govt./ Local authorities etc. will be to the DSAs account.
43. The DSAs shall comply with all applicable laws, bye Laws rules, regulation, orders, directions notifications etc of the Govt./ Court/ Tribunals and shall also comply with all directions issued by BSNL and provide BSNL with all information and cooperation that BSNL may reasonably require from time to time.
44. The DSAs shall fully indemnify, defend & hold BSNL harmless from and against all claims, Liability, Losses or damages recoveries, proceedings, action judgments cost, charges & expenses which may be made or brought or commences against the BSNL or which the BSNL may have to bear, pay or suffer directly or indirectly in connection with any breach DSAs agreement by DSAs.
45. The DSAs should have to pay minimum guarantee revenue as prescribed by BSNL time to time.
46. The DSAs shall pay all dues & outstanding to BSNL during the currency of easements or on termination of the agreement as the case may, even if any dispute is pending between the DSAs & BSNL. The same shall be adjustable by the CGM or official appointed by CGM.
47. The DSAs will have to abide by the policy rules, regulations & instructions of BSNL as revised/ modified from time to time, without any prior notice to

the DSAs in respect of all matters including security deposit commission payable to the DSAs

48. Pre-activated properties like SIM Card may be deactivated after 15 days if not reported sold.

IN WITNESS WHEREOF the parties hereto have set their respective hands hereinto the day month and year first hereinabove written.

SCHEDULE REFERRED TO ABOVE (As per annexure "A")

Signed and Delivered by _____

In the presence of

1)

2)

Signed and delivered by

** (1)

** (2)

For and on behalf of

In the presence of

1)

2)

*** The common Seal of.....(SEAL
..... was (
..... Signature
hereunto affixed pursuant to a resolution (
of the Board of Directors of (.....
..... (.....
..... ((Designation)

Passed on the (
Date of 2007 (
In the presence of (
..... (.....
..... (Signature

..... (Name)

..... (Designation)

Who in taken hereof have hereunto
signed their names

.....

(Designation)

Signed and delivered by the

.....

For and on behalf of the

in the presence of

.....

.....

* Applicable to individuals only

** Applicable to registered Institutions.

Revised Commission Structure w.e.f. 17-11-2008

**Commission Structure for Retailers/Post Offices/PCO Operators/DSAs/BAs
COMMISSION PER CONNECTION TO DISTRIBUTION CHANNCELS (IN RUPEES)**

Sl. No.	Name of Products/Service	No. of Connections Per month	Post Office, BA, PCO Operator/DSA etc.
1	Pre-paid mobile Connection GSM/ CDMA (Note-H)	upto 300	112.50/-
		more than 300	150/-
2	Pre-paid mobile Connection GSM/ CDMA (Note-A)	upto 300	225/-
		more than 300	300/-
3	Conversion of prepaid to postpaid GSM/ CDMA	Note C	75/-
4	Landline/Fiixed Wireless (any technology)-fixed Plan charges/plan uptoRs.120/- per month (See Note-A)	upto 100	187.50/-
		more than 100	225/-
5	Landline/Fiixed Wireless (any technology)-fixed Plan charges/plan more than Rs.120/- per month (See Note-A)	upto 100	225/-
		more than 100	300/-
6	Conversion to any higher Plan	Note C	75/-
7	Reconnection of Landline/Fiixed Wireless (any technology)/ Postpaid Mobile connections.	See Note B & C	75/-
8	Broadband / EVDO card monthly plan charge upto Rs.250/-	Note -A	187.50/-
9	Broadband / EVDO card monthly plan charge from Rs.251/- to Rs.2000/-	Note-A	375/-
10	Broadband / EVDO card monthly plan	Note-A	750/-

	charge above Rs.2000/-		
11	Add on Features		
A	CENTREX/VPN/CUG in Landline. (minimum 5 connections)	Note –C & D	18.75/-
B	CUG/VPN in Postpaid mobile on plan value<=300/- per month	Note –C & D	37.50/-
C	CUG/VPN in Postpaid mobile on plan value<=300/- per month	Note –C & D	75/-
D	ECS	Note –C	18.75/-
F	GPRS/MMS/UMS/ Edge etc.	Note –C	75% of OMR
12	Telephone Bills		
A	Bill Collection by cheque	Note- J	5/- per bill
B	Bill Distribution	Note – J	90% of Post Office Rate to BA only
13	High End Services		
A	MPLS-VPN	Note- F & H	7% to BA only
B	Leased Lines	Note- F & H	7% to BA only
C	Internet Leased Line	Note- F & H	7% to BA only
D	ECS	Note- C	18.75/-
14	IN SERVICES		
A	Free Phone Services	Note -C	1125/-
B	Universal Access Number	Note -C	1125/-
C	ACC Services	Note -C	1125/-
D	Premium Rates Services	Note -C	1125/-
E	Tele-voting	Note -C	1125/-
15	ISDN		
A	BRI ISDN	Note -A	562.50/-
B	BRI ISDN Rent Free	Note -H	112.50/-
C	PRA only incoming	Note -C	75% of HMR
D	PRA-Normal	Note -C	75% of OMR
16	Customer Idnetity verification (works to be done by Post Office	_	Rs.25/- each to Post

	only as para 30(d) of Sales & distribution Policy-2006).		Offices
17	PCO (Any Technology)	Note-I	400/-
18	Internet through NIC cards	Note-C	75% of OMR

Revised Discount Structure w.e.f. 17-11-2008

Annexure-II

Discount applicable for Franchisees/Retailers/Post Offices/PCO Operators/DSAs/BAs			
TABLE-1			
DISCOUNT APPLICABLE TO DISTRIBUTION CHANNELS (In %ge)			
Sl No.	Name of Product/Service	Minimum Purchases	Post Offices/PCO Operators/DSAs/BAs etc.
1	Mobile Recharge Coupons GSM/CDMA	Note-G	3.5% to 4.25%
2	Sancharnet Cards	Note-G	3.5% to 4.25%
3	C Top up	Note-G	3.5% to 4.25%
4	India Telephone Card	Note-G	6%
5	FLPP Cards/Recharge Coupons	Note-G	6%
6	Call Now	Note-G	6%
7	CD ROM-Directory	-	6%
Note G : Minimum purchase of Rs.100,000/- for franchisee and Rs.5,000/- for DSA/PCO operator			

CHECK LIST

Kindly check that you have attached the following documents while submitting the form: -

1. Proof of Identity by way of attested copy of any of the following documents –
 - Voter ID
 - Driving license
 - Passport
 - Income Tax PAN
2. **Address Proof in the form of attested copy of any of the following documents -**
 - Electricity Bill
 - Water Bill
 - Ration Card
 - Passport
 - Telephone Bill
 - Voter ID
 - Driving License
3. Three recent Passport size Colour Photographs
4. Educational Qualification Proof / Professional Qualification Proof - Attested Copy
5. Proof of being company dealing in IT / Telecom products – Attested Copy
6. Payment of DD / Cash proof. Kindly remit cash / DD to Accounts Officer (cash) HQ, BSNL % PGMTD , JAIPUR, between 11:30 to 1:30 hrs on all working days .
7. Terms and Conditions and Agreement Copy along with form duly signed on each page.
8. Kindly submit the completed form in the drop box available with Sr. SDE (Mktg)
Room NO. A-101,O/o PGMTD M.I Road JAIPUR-302010