

MAHANAGAR TELEPHONE NIGAM LIMITED

No.

Valid upto-----

The Area G.M/Area Manager
MTNL Delhi Telephones
New Delhi

Affix a passport size
photograph of the
applicant duly signed by
him and attested by a
Gazetted Officer or 1st
class magistrate

With reference to your advertisement Dt -----I,the undersigned hereby apply for a Pay Phone with local and STD/ISD Call facility.I have read the terms and conditions given in the draft contract document supplied with the application form and agreed to abide by them or any amendments made thereto by DOT/MTNL from time to time.The relevant particulars are given below.

**1.Name of the Applicant
(in English in block letters)**

2.a)Name of Father/Husband

b)Nationality

c)Educational Qualification

d)Whether unemployed

3.Parmanent Address of Applicant

4.Address for correspondence

**5.Full address and exact location
where the STD/ISD Pay phone is
proposed to be set up**

**6.Give a brief description of the Public place
and public interest at the proposed location e.g
(Commercial ,Housing Societies,Resettlment Colonies,
Govt.Colonies, Family Qrs. of Defence Personnel ,
Student Hostels,Bus stands,tourist Centres,Railway
Stations,Airports,Pilgrim Centres Hospital,
Educational Institution,Public libraries and Charitable Institutions).**

**7.(1)State if the applicant falls in any of the preferential categories viz.(Handicapped persons including blind persons).
Ex-serviceman,War-widows,Retired DOT Employees or their dependents ; SC/ST ,Dependents of freedom fighters,Charitable Institutions and hospitals.Attach supporting documents.**

(2)Details of document attached in support of 7(1) above (The copies submitted should be duly attested by Gazetted officer/1st Class Magistrate).

8.Whether any telephone is already working for the applicant any where in Delhi or in India ?If so,number (s) may be furnished indicating the category under which obtained.

9.Contact Telephone Number
a)office
b)Residence

10.State whether any DOT/MTNL dues are outstanding against the applicant for any telephone /telecom services in his name (or even in some other name at his premises). if so particulars thereof may be given.

11.(1)Telephone No. of the nearest Telephone working from the proposed location of site (required to identify the exchange area).

(2)State whether any Pay phone with STD /ISD facility is functioning at the same address.

(3)In your locality or nearby giving an idea of the location and approximate distance of the nearest STD/ISD Payphone/Telecom centre known to you from your place

12.Indicate whether the proposed premises for setting up the booth is owned or rented and whether permission from concerned authorities is available . (The permission from concerned organisation ,Govt body /Civic Body/ landlord will be the sole responsibility of the applicant)

13.(1)Indicate amenities available and additional Services proposed /being provided at the premises (like sitting space/working table etc.)

(2)Specially the timing for which services from

payphone will be kept available to public with minimum 6.00 A.M to 11.00 P.M for 17 hours but preferably round the clock.

14. Attach a copy of the sketch showing the location of the STD/ISD booth.

15. Specimen Signature

Signature of applicant

**1
2
3**

NOTES :

1. The charging devices on all STD PCOs working in the field should operate on 16 KHz pulses from the Telephone Exchange.
2. Only one pay Phone will be given to an individual or an organization.
3. If the number of applications is more than the No. of STD/ISD Pay Phones proposed to be set up in any area, the applications received will be shortlisted, M.T.N.L. reserves the right to accept or reject any application without assigning any reason.
4. Once the application has been accepted and the applicant does not come forward to set up the STD/ISD Pay phones his earnest money if any is liable to be forfeited.
5. Affix one passport size photograph on the form duly signed by the applicant in the front. Submit one more copy of photograph (unsigned).

CERTIFICATE

- i) I hereby agree that it is the absolute discretion of MTNL to accept or reject my application for STD/ISD Pay Phone without disclosing any reasons. Therefore any decision of MTNL, shall be final and binding on me.
- ii) I certify that I do not have any other Pay Phone in my name.
- iii) I certify and undertake that neither I will sublet the Pay Phone to any one else nor allow to run it on my behalf.
- iv) I further certify that the information given in this application form is correct. If any information is found to be incorrect or suppressed at any stage, MTNL, is free to take necessary action against me as deemed fit, including

disconnection of Pay Phone if given to me on the basis of false information/suppression.

- v) I have gone through the terms and conditions contained in the draft agreement form and agree to abide by them.
- vi) I also understand that under this scheme MTNL has the right to change the terms and conditions prescribed by the DOT/MTNL from time to time

SIGNATURE OF THE APPLICANT

DATE :

TELEPHONE NIGAM LIMITED

O/O THE GENERAL MANAGER (CENTRAL) K.L. BHAWAN NEW DELHI-110050

CHECK LIST OF STD/ISD PCO.

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1. ATTESTED COPY OF QUALIFICATION certificate (Matric Minimum)
2. Original unemployment Certificate from local MP/MLA/Employment Officer/Recognised Social Organisation like Rotary Club/Lions club.
 - A) No Objection Certificate from the owner or the property on Rs. 2/- Stamp paper as prescribed.
 - B) Documentry proof of property in the name of the person who has permittee to install STD/ISD PCO.
 - C) If the occupancy is as tenant either from Govt./Private, the proof of tenancy and two affidavits one from the Tenant on Rs. 2/- Stamp paper and second from applicant on Rs. 10/- stamp paper as per prescribed proforma.
 - D) Signature attested of the person who has been permitted to install the STD/ISD PCO.
 - E) Attested signature of person who is permitting to stall STD/ISD PCO.

3. Two Sketches of the place where STD/ISD is required
4. Attested copy of the documentary proof of permanent address mentioned in the form

RECEIVING OFFICER _____

DESIGNATION _____

DATE _____

INDEMNITY BOND

(TO BE SIGNED BY THE APPLICANT ON RS. 10/- STAMP PAPER)

I S/o
R/o do
hereby solemnly affirm and declare as under :-

1. That I am in possession of the premises
Having (Full address) and will
operate STD/ISD payphone from the said location
2. That I the event of any dispute or claim made with regarding the above said
premises and /or running of STD/ISD PCO from the said location. I hereby
take full responsibility and shall keep Mahanagar Telephone Nigam Ltd.

Indemnified against any such claim, by the owner or a third party.

3. That I shall take to bear the cost of any litigation in this regard.
4. That in the event of a claim resulting in a decree against M.T.N.L. I shall
indemnity M.T.N.L to extend of the said amount alongwith the expenses
thereon.

EXECUTANT

AFFIDAVIT

(TO BE SIGNED BY THE OCCUPENT OF THE PROPERTY)
ON RS. 2/- STAMP PAPER

IS/oR/o
..... do hereby solemnly affirm and
declare as under :-

1. That I am a tenant/owner* of the property
..... (Full address)
for the lastYears.
2. That I have no objection if ** Shri
S/oR/o
..... To install STD/ISD payphone at the
said premises.

DEPONENT

VARIFICATION :

Varified at New Delhi on (date) The contents of my above
affidavid are true and correct and nothing has been concealed there from.

DEPONENT

NOTE :

- * Delete the word which is not applicable
- ** Enter relation if any e.g. my son/daughter/brother/wife etc.

MAHANAGAR TELEPHONE NIGAM LIMITED

O/O THE GENERAL MANAGER (CENTRAL) K.L. BHAWAN NEW DELHI-110050

Instructions for STD/ISD PCO applicants

Please read the following instructions carefully before filling the application form :-

1. Fill up all columns of the application form. No column should be left blank
2. Please write contact number in column 9 to avoid delay in communication.
3. Affix two recent photographs of applicant duly signed by him and attested by a
Gazatted Officer or a first class Magistrate.
4. Specimen signatures on application form at column-15 should be attested by a
Gazatted officer.
5. Attach two copies of sketches showing proposed location of STD/ISD PCO.
6. Attach attested copy of Ration Card/Voter Identity Card as proof of permanent
address of applicant.
7. Attach attested copy of High School?Matriculation Certificate with date of birth.

8. Attach original unemployment certificate issued by concerned area constituency M.L.A./M.P./recognized origination like Rotary club/Employment officer. It should be on letter pad.

Certified that Shri/Smt.S/o W/o D/o R/o (permanent address) age aboutyears is an unemployed youth.

The residential address of above named applicant is with in my constituency

seal of Signature and
Date M.L.A./M.P.

9. Attach attested signatures of person/persons permitting to stall STD/ISD PCO. Specimen signature of Shri/Smt.S/o W/o D/o R/o Are given below.

- (1) Signature attested
(2) Signature and Stamp of
(3) Gazatted Officer with
date

10. Attach documentary proof of ownership of property i.e. clear title of property of the person who is permitting to stall STD/ISD PCO. Allotment letter from NDMC/DDA/Estate officer with proof of occupancy i.e. License fee receipt.
11. Attach indemnity bond signed by applicant on non judicial stamp paper of Rs. 10/- attested by Notary Public with date (as per performa).
12. Attach affidavit (NOC) signed by occupant of property on non-judicial stamp paper of Rs. 2/- (as per performa).

In case the proposed premises for setting up booth is owned by applicant or is allotted to the applicant. This NOC is not required.

13. Affidavit to be signed by handicapped applicants only. The proforma is given below.

I S/o W/o D/o R/o
..... do hereby solemnly affirm and declare as under :-

That intend to stall STD-PCO at address

.....
.....
.....

That I am not operating any other P.C.O. at any other location in Delhi

DEPONENT
VERIFICATION :

Verified at New Delhi on (date) that the contents of my above affidavit are true and correct and nothing has been concealed there from.

DEPONENT

14. In documents if there is any difference in the name (e.g. Subhash, Subhash Chand, Subhash Chand Verma, S.C. Verma) of applicant/Person permitting to stall P.C.O. an affidavit is required on non judicial stamp paper of Rs. 2/- attested by Notary Public.
15. In case the property where STD-ISD-PCO is to be installed is owned/occupied by more than one person. Separate NOC (affidavit) is required. NOC signed jointly will not be accepted.
16. Indemnity bond, Affidavit unemployment certificates are required in original. Other documents should be attested by a gazetted officer. Affix Rs. 3/- notary stamp on Non judicial stamp papers attested by Notary Public.
17. Initial instead of signatures will not be accepted. There should not be any change in signatures.
18. The occupant is owner or tenant of property may be clearly mentioned in para-I of the affidavit (NOC).
19. If the occupant has blood relation with the applicant and is not charging any rent, he should clearly mention the relation in para-2 of affidavit (NOC) e.g. my son/daughter/brother/grand son/wife etc.
20. Incomplete form, incomplete or mutilated documents will not be accepted.
21. Please check your form before it is submitted