



## OTHER SERVICE PROVIDER

### Checklist:

- We will take telecom resources from authorized telecom service providers only.
- We will use the Internet for data only.
- We will use internet for voice and data purposes and we also give undertaking that we will purchase VOIP minutes from authorized service provider only.
- We will not use foreign VoIP minutes.
- We will use VOIP for outbound calling only.
- We will not use VOIP for inbound calling.
- There would not be any interconnectivity between PSTN and our office network.
- Both PSTN and Office Network would be totally physically separate and independent.
- We will abide by DoT OSP guidelines from time to time.

## VOIP UNDERTAKING

In case the facility of VOIP is required, the following undertaking is to be given separately:-

- The company shall take internet connection from the authorized service provider only and it will use internet telephony only to the extent it is permitted by the ISP or authorized service provider as detailed in clause 1.14 of the licence agreement of "Internet with Telephony" available on website [www.dot.gov.in](http://www.dot.gov.in).
- The company shall not use in bound calling facility. We will abide by the Dot OSP guidelines as applicable from time to time

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 248 - 436 - 3600

 [www.voipoffice.com](http://www.voipoffice.com)

 [support@voipoffice.com](mailto:support@voipoffice.com)



## LIST OF DOCUMENTS REQUIRED FOR OSP REGISTRATION

- A covering letter addressing to The DDG, TERM Cell, Dept of Telecom, 2nd Floor, Telephone Exchange Building, Kawadiguda Telephone Exchange Premises, Bholakpur, Hyderabad — 500 080 mentioning all the documents being submitted to TERM Cell.
- Duly filled Online application and signed by authorized signatory with company seal on all the pages of application. The columns which are not relevant may be mentioned as not applicable.
- Rs.1000/- online payment to be made and two copies of Challan along with receipt duly signed by the authorized signatory with company seal.
- Board resolution authorizing the authorized signatory signed by the directors/ Managing director/ company secretary (or) Power of Attorney duly notarized with for seal.
- List of Directors duly signed by Director /Managing director/company secretary on the letter head of the company with for seal.
- Present share holding pattern duly signed by Director /Managing director/company secretary on the letter head of the company with for seal.
- Nature of Business duly signed by authorized signatory on the letter head of the company with seal.
- Certificate of Incorporation duly signed by Director Managing director/company secretary with for seal which is being verified on the MCA website. Hard copy of the same is being annexed.



## LIST OF DOCUMENTS REQUIRED FOR OSP REGISTRATION

- Memorandum & Articles of Association complete booklet (signed on Pt and last pages by Director/Managing director/company secretary) with for seal.
- Proposed network Diagram for all connectivities i.e., Internet / MPLS / IPLC / PSTN or PRI whichever is applicable duly signed by authorized signatory with company seal.
- General Undertaking duly signed by authorized signatory with company seal on the letterhead of the company with seal.
- Undertaking regarding usage of foreign IPs duly signed by authorized signatory with company seal on the letter head of the company with seal.
- MPLS / VoIP/ both declarations as per applicability duly signed by authorized signatory with company seal on the letter head of the company with seal.
- Proof of Identity of the authorized signatory duly signed by authorized signatory with company seal.
- Proof of Address of the authorized signatory duly signed by authorized signatory with company seal.  
( Ex: Govt issued ID and address proof- Aadhaar Card, Passport, Driving Licence etc..)
- Ownership document / notarized Lease deed of the proposed premises signed by the authorized signatory with company seal.