

**NATIONAL COUNCIL OF EDUCATIONAL RESEARCH & TRAINING**  
**COMPUTER RESOURCE CENTRE**

Application for availing bulk SMS service provided by NIC

*(Please read the instructions given on the reverse of this page and use BLOCK LETTERS to fill the application. The completed application form, forwarded by the Head of the application Department/Division/Unit/Section/Branch, may be submitted to Secretary, NCERT (from administrative side) or to Dean, Academic (from academic side) for approval and the file for upload (in the format) may be mailed to [nlsrinivas.ncert@nic.in](mailto:nlsrinivas.ncert@nic.in) with the subject "SMS BULK UPLOAD REQUEST" suffixing the name of Department/Division/Unit/Section/Branch. This application and the e-mail must reach CRC at-least one day before SMSs are to be sent.)*

1. Name of the requesting Department/  
Division/Unit/Section/Branch - \_\_\_\_\_
  
2. Purpose for which bulk SMSs are being sent - \_\_\_\_\_
  
3. Total No. of mobile phone numbers included in the SMS upload-file - 

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 Nos.
  
4. All messages contained in the SMS upload-file are same - 

YES	NO
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5. It has been ensured that –
  - a. all the messages are in English and the file contents are strictly in the proper format<sup>\*</sup>,
  - b. all mobile numbers mentioned in the file are valid and correct,
  - c. no message extend beyond 150 characters including hidden/special/numeral characters,
  - d. SMSs are being sent to domestic/national mobile numbers only,
  - e. SMS upload-file is mailed to [nlsrinivas.ncert@nic.in](mailto:nlsrinivas.ncert@nic.in),
  - f. all the terms and conditions for bulk SMS service mentioned overleaf are complied with.

**It is requested that SMS upload-file ..... (full file name) may be processed on ..... (date) at ..... (time).**

Head of Department/Division/Unit/Section/Branch  
(Signature with seal)

**Case approved for bulk upload.**

Secretary, NCERT/Dean (A)  
(Signature with seal)

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<sup>\*</sup> MS Excel file (without column headings) with valid mobile numbers in 1<sup>st</sup> column and single-line message in 2<sup>nd</sup> column against each mobile number.

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## TERMS AND CONDITIONS FOR AVAILING BULK SMS SERVICE PROVIDED BY NIC

Any unauthorized commercial use of the services is expressly prohibited.

The file-uploading authority shall not be responsible for the contents of the file in any case whatsoever nor shall it open the file before uploading the same for further processing.

Concerned Department/Division/Unit/Section/Branch shall be solely responsible for all the information, contents, data send and received using NIC SMS gateway under this arrangement. Concerned Department/Division/Unit/Section/Branch further acknowledges that it shall be solely responsible and undertake to maintain complete authenticity of the information/data sent and/or received and takes all possible steps and measures to ensure that consistent authentic information is transmitted.

Concerned Department/Division/Unit/Section/Branch undertakes that it shall be fully responsible and liable for clearance of, in relation to third party, all rights including, but not limited to, copyrights, right to privacy/publicity, etc. in relation to the publicity undertaken by concerned Department/Division/Unit/Section/Branch as well as acquiring, propagating, publicizing, sharing and/or using the requisite intellectual property rights including trademark and copyrights of any third party for the SMS's being transmitted by NIC SMS Gateway.

The requesting Department/Division/Unit/Section/Branch shall strictly not -

- Use the service in connection with junk Short Messages, spamming or any unsolicited Short Messages (commercial or otherwise).
- Create a false identity mobile phone address or header, or otherwise attempt to mislead others as to the identity of the sender or the origin of the message.
- Transmit through the Service, associated with the Service or publishing with the Service unlawful, harassing, libelous, abusive, threatening, harmful, vulgar, obscene or otherwise objectionable material of any kind or nature.
- Transmit any material that may infringe the intellectual property rights or other rights of third parties, including trademark, copyright or right of publicity.
- Libel, defame or slander any person, or infringe upon any person's privacy rights.
- Transmit any material that contains viruses, Trojan horses, worms, time bombs; cancel bots, or any other harmful or deleterious programs.
- Interfere with or disrupt networks connected to the Service or violate the regulations, policies or procedures of such networks.
- Attempt to gain unauthorized access to the Service, other accounts, computer systems or networks connected to the Service, through password mining or any other means.
- Interfere with another user's use and enjoyment of the Service or another entity's use and enjoyment of similar services or engage in any other activity that SMS Service Providers believes could subject it to criminal liability or civil penalty or judgment. Concerned Department/Division/Unit/Section/Branch is fully responsible for the content sent through Short Messages from their respective application or otherwise.
- Send any Short Messages to any numbers listed under 'Do Not Disturb' category.