



# **West Bengal Electronics Industry Development Corporation- IT&E:**

## ***Renewal of Mobile Tower Approval***

*Provided as a service  
through 'SilpaSathi', the  
Online Single Window portal  
of the State (West Bengal)*

*User Manual*

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# User Manual

## Renewal of Mobile Tower Approval – WBEIDC (IT & E)

Provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

### Introduction

This document is intended to serve as a User Manual for grant of the service **Renewal of Mobile Tower Approval Mobile Tower Approval by IT&E, Govt. of West Bengal** through Single window of the State, 'SilpaSathi'. The service is integrated with the Single Window (SilpaSathi) and can be accessed through the SilpaSathi portal. This document has been designed as a user-friendly guide to assist applicants in filling their application forms. It will help them to familiarise with the entire procedure in a seamless manner for successful submission of application and download final Approval certificate from the SilpaSathi portal without the requirement of physical visit to the Department(s).

#### Salient Features of Silpasathi Portal:

- The Single Window Portal of the State of West Bengal (SilpaSathi) allows seamless integration with portals of different government departments thereby providing single login credential for various applications, eliminating the need to provide common information multiple times in different forms of various Departments, and ensuring all clearances are available from a single portal.
- It serves as a digital gateway for providing the necessary statutory compliances under the applicable Acts, Rules, Policies and Schemes of the Govt of West Bengal from a single portal.
- Business Entrepreneurs can get certificates and licences required for setting up and operating business in the State in a smooth and time-bound manner, smooth and time-bound manner, without the need to visit any government department or office.

### About the Service

**Renewal of Mobile Tower Approval** is required for renewal of mobile tower approval service. Renewal of Mobile Tower Approval is a process required by mobile network operators to continue operating their towers on existing sites. The online system has the following features without the requirement of physical visit to the Department: 1) Submission of Application 2) Online Payment of fees 3) Track Status of Application 4) Online Download of final approval certificate 5) Third Party Verification.

### Comprehensive Checklist of Documents to be submitted online

The applicant is required to submit the following documents in order to apply for the service:

#	Documents Required	Detailed Description
1.	Applicant / Licensee's License / Registration Certificate granted by Central Government	document issued by the Indian government to entities or individuals who have been granted a license or registration to operate a particular activity or business
2.	NOC given by the Land / Building owner	A No Objection Certificate (NOC) is a legal document that a land or building owner can provide to certify that there are no objections to transferring property

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#	Documents Required	Detailed Description
3.	For Forest / Protected Areas, the copy of NOC from State Environment and Forest Department (if applicable)	This document is necessary to ensure compliance with environmental regulations and to verify authorization for development activities within protected areas or forests
4.	Signed project report with details of installation of all items / machineries / fitting with description of all dimensions/ length/ height/ weight/ technical specifications with technical vetting from competent Authority	This document is likely a comprehensive summary of a construction or installation project.
5.	Adequate Bank Guarantee to indemnify the restoration work, self-assessed and self-certified by the applicant	An Adequate Bank Guarantee (ABG) is a financial instrument that ensures timely completion of restoration work
6.	Signed Deed with Land / Building Owner	A signed deed with a land or building owner is a formal document that transfers ownership of a property
7.	Location map from any publicly available source (scale 1: 1000) showing the site with its latitude and longitude	Location map mentioning latitude and longitude details
8.	Detailed technical design and drawing of tower / past or other above ground infrastructure including the specification of foundation	detailed technical design and drawing of tower/past above ground infrastructure, including the specification of the foundation
9.	Underwriting to take care of any loss or injury due to accident caused by the tower (including a declaration to the effect that the applicant shall take special precaution for fire safety, lightning and he shall be solely responsible for civil or criminal case arising therefrom) (should be given in company letterhead with seal and signature)	Underwriting to take care of any loss or injury due to accident caused by the tower

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#	Documents Required	Detailed Description
10.	Structural stability certificate	A structural stability certificate is a document issued by a government agency or a certified structural engineer to confirm that a building or structure meets the minimum requirements for stability and safety.
11.	Signed NOC issued by the fire and emergency department (in case of high rise buildings where fire clearance is mandatory)	A signed No Objection Certificate (NOC) from the fire and emergency department is a document that verifies a structure's overall fire safety and ensures the safety of its occupants
12.	SACFA clearance certificate / SACFA application for the said location submitted to WPC wing of the DOT with Registration number as WPC acknowledgement	A SACFA clearance certificate is a document that allows a service provider to operate a radio station or similar facility within a specific frequency range
13.	Acknowledge received/ issued by TERM cell on the basis of self-certificate submitted by license in respect of mobile / base Trans receiver station (BTS) / establishing / certifying that all general public areas around the tower shall be within safe electromagnetic radiation (EMR) exposure limit as per peak measurement after the antenna's starts radiating	Acknowledge received/ issued by TERM cell
14.	Any other documents (old NOC)	Any other documents

### Timeline (WBRTPS)

**Renewal of Mobile Tower Approval has an WBRTPS timeline of 30 days till approval by the authorities.**

### Instructions related to the application form

Sl. No.	Field Name	Instructions
<b>Details of Applicant / Licensee</b>		
1.	Name of Applicant / Licensee	Enter full name of applicant
2.	Complete Registered Postal Address with Pin	Enter in detail the full address of the applicant

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Sl. No.	Field Name	Instructions
3.	Mobile Number	Enter phone number
4.	Alternate Mobile Number	Alternative number if any
5.	Email ID	Enter email ID
6.	Landline Phone	Enter Landline number if any
<b>Details of the proposed Work</b>		
1.	Application Type	Select type of application from dropdown (Ex – Installation of Tower (Telecom/ Mobile)
2.	Infrastructure Type	Select from drop-down (Overground/Roof Top/etc)
3.	Area of Land or Roof Top	Enter approximate area of Land area
4.	Specific Name and Nature of Work	Enter description of the work in detail
5.	Complete Site Address	Enter address of site
<b>Details of the Property</b>		
1.	Property Type	Select from dropdown ( Public Property/ private property/ etc)
2.	Property Region Type	Select from drop down ( Urban / rural)
3.	Consent given by Landowner	Select Yes / No
4.	Landowner Contact Number	Enter Contact details of landowner
<b>Other Information</b>		
1.	Entire duration of execution of work	Calculate and enter days
2.	Entire restoration work to be completed within (According to telecom guidelines Para 6.(b) (3)(iv)	Enter tentative date
3.	Approximate amount of money	Enter amount of money to be invested for completing the project
4.	Location Map	Location Map from any Publicly Available Source (Scale 1:1000) showing the site with its Latitude & Longitude

# User Manual

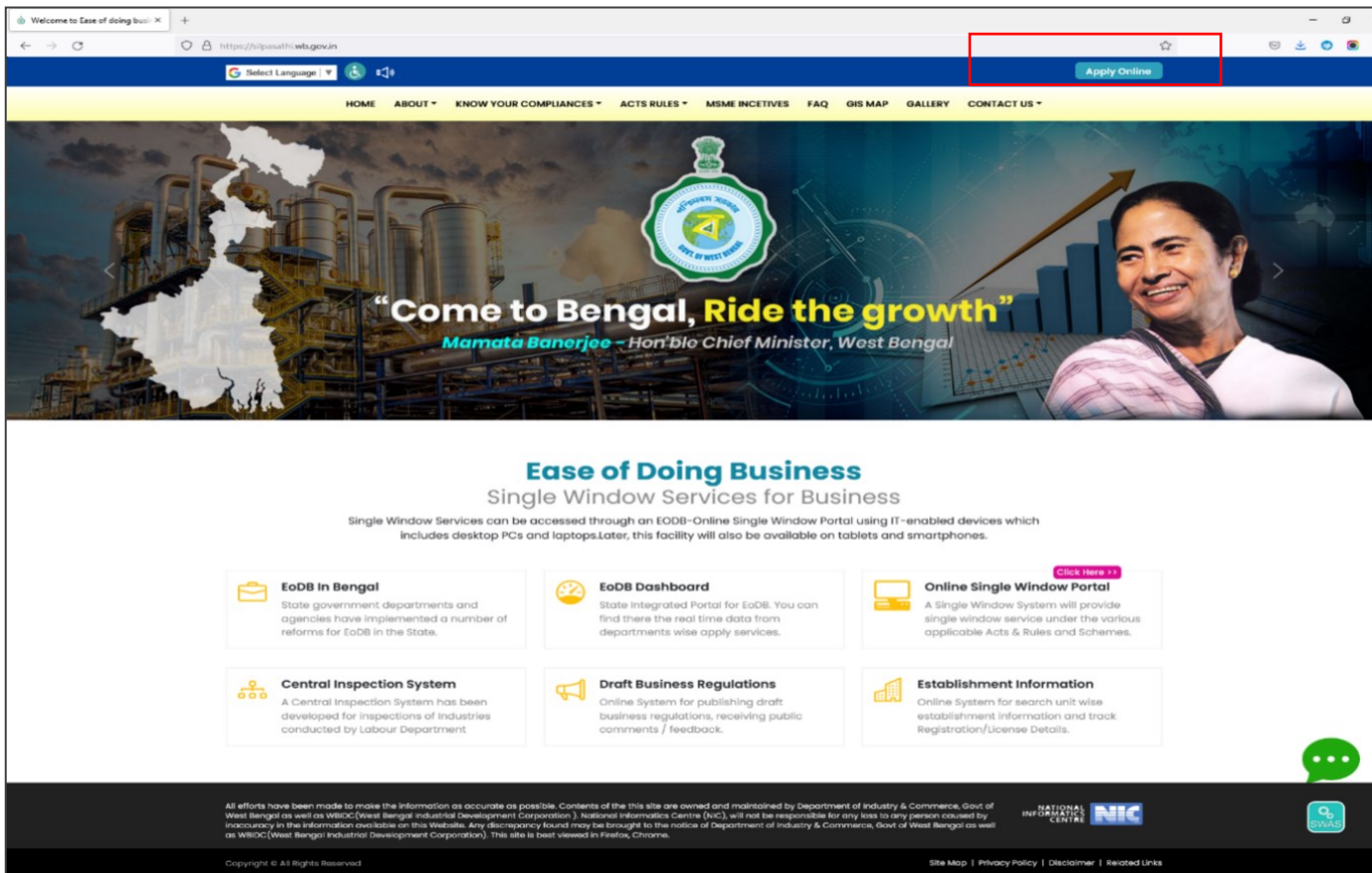
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## Application Process through SilpaSathi

### 1. Online Application submission along with online submission of documents

In order to complete the user registration, the applicant has log on to <https://silpasathi.wb.gov.in/> and click on ‘Apply online’ button.

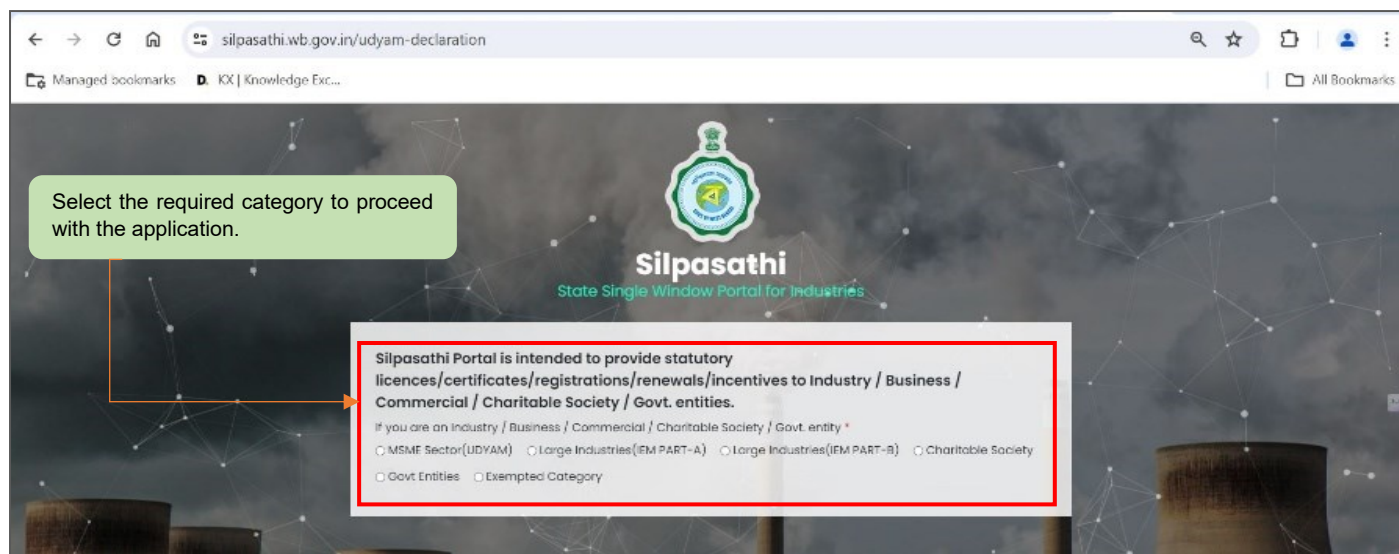


**Applicant Log-in:** The applicant needs to **select the required category** as illustrated in the screenshot below and proceed for registration.

# User Manual

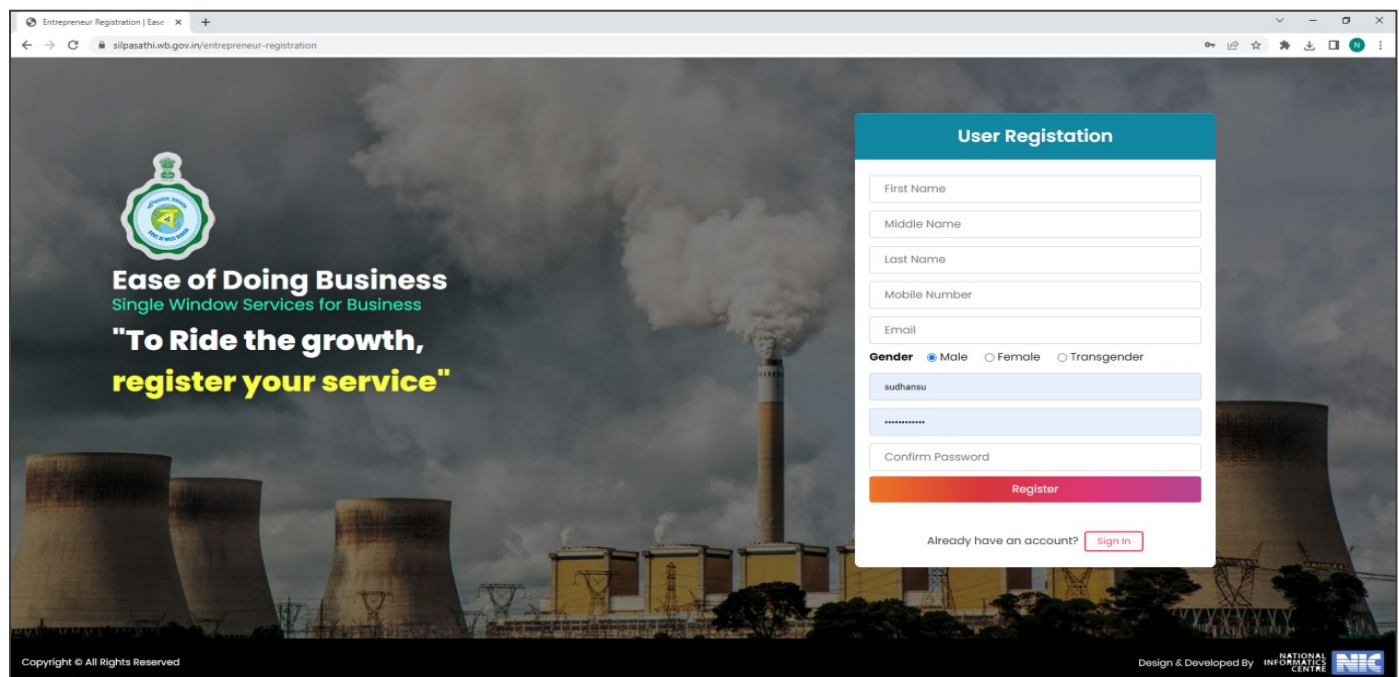
## Renewal of Mobile Tower Approval – WBEIDC (IT & E)

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A sign-up window appears on the screen. The user has to select '[Create New](#)' if he is a new user. An already registered user in SilpaSathi portal can fill in the username and password and login to the SilpaSathi portal.

The '[User Registration](#)' window will appear with the relevant fields that the applicant needs to fill accurately and click on '[Register](#)' as shown by the below screenshot. In case the applicant already has an account, click on the '[Sign In](#)' button and login using valid **User ID, password and Captcha**.

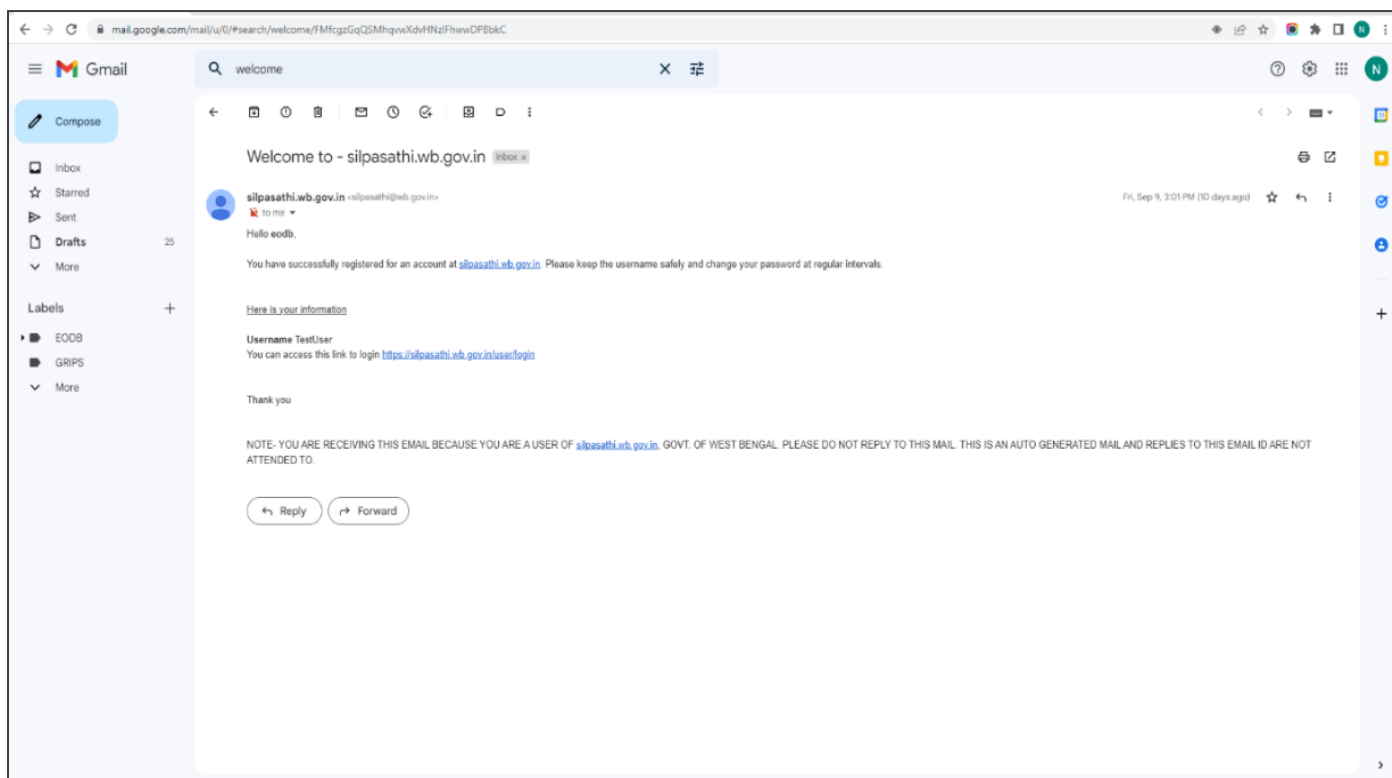


Applicants will receive email confirmation after registering into the single window portal. Please refer to the screenshot below:

# User Manual

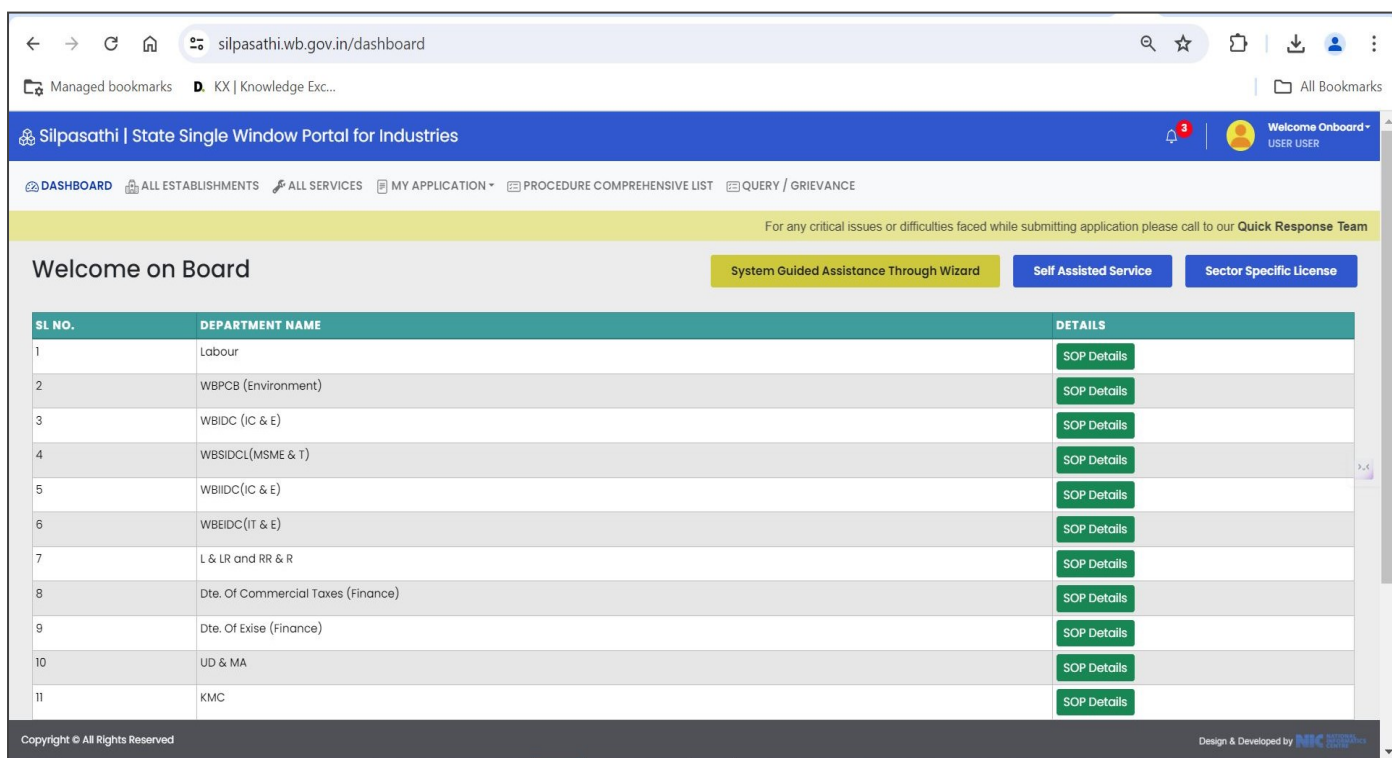
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## Online Application submission

Applicants will now be directed to the user dashboard for completing the further procedures. The following screenshots below illustrate the same.

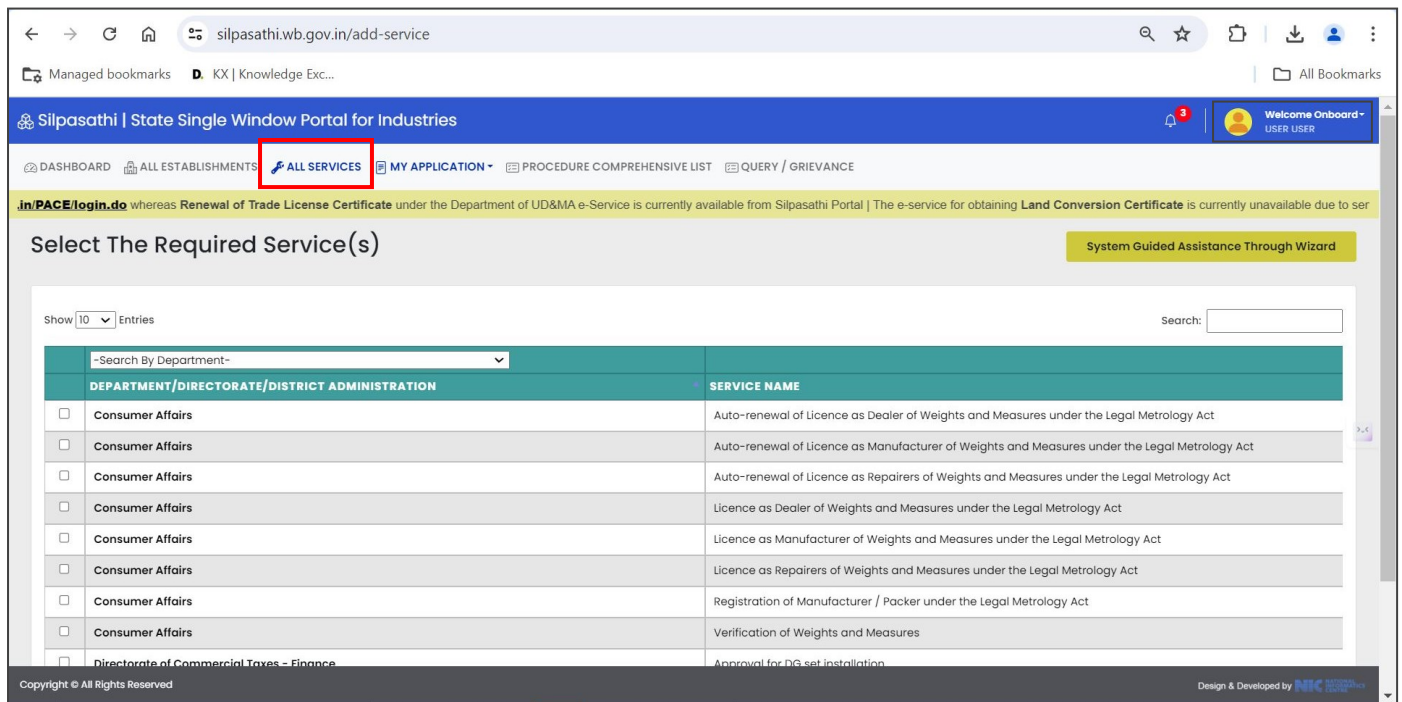


# User Manual

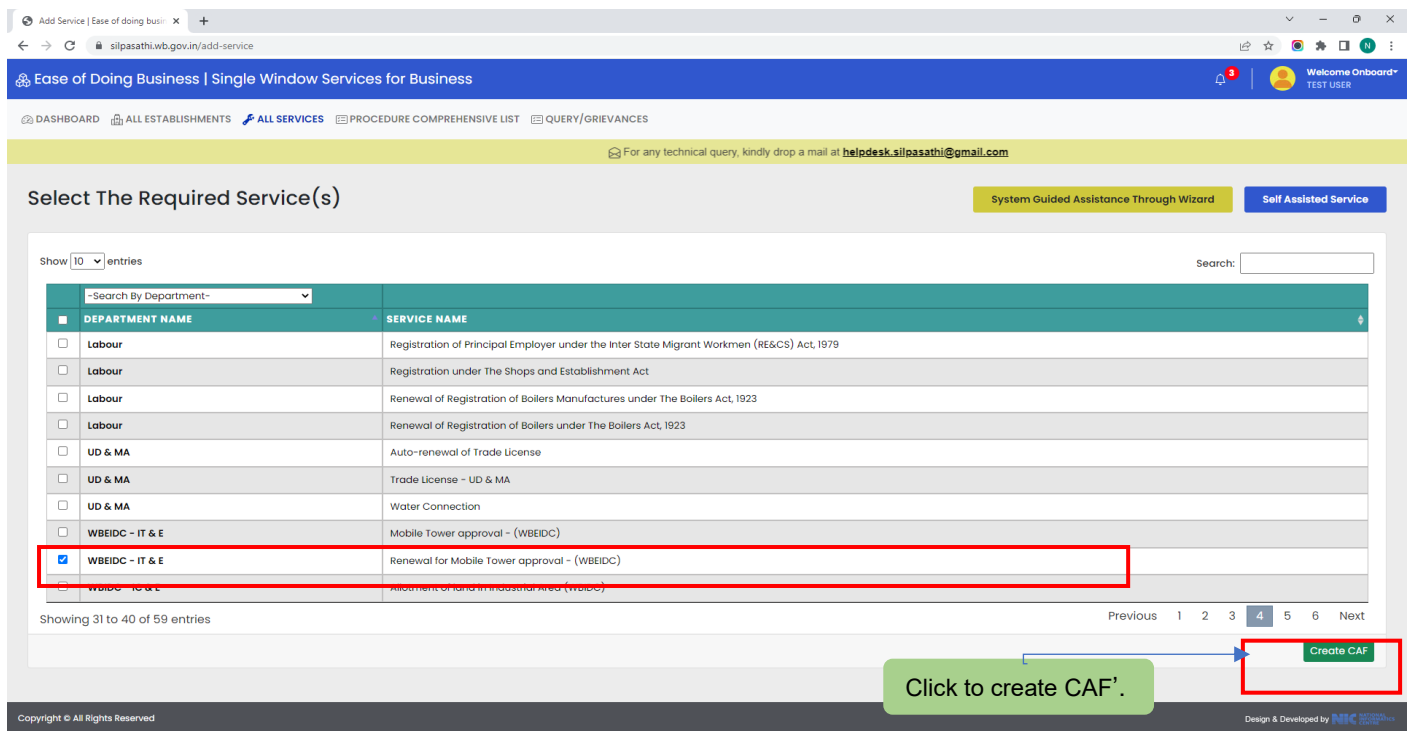
## Renewal of Mobile Tower Approval – WBEIDC (IT & E)

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The applicant has to click on '[ALL SERVICES](#)' to view the list of all services mapped with their corresponding departments.



Once done, a list of services will appear. Applicants need to click on [the checkbox](#) adjacent to the service named **Renewal of Mobile Tower Approval – IT & E**



After selecting the service **Renewal of Mobile Tower Approval**, the applicant has to click on '[Create CAF](#)'. Applicant's CAF ID will be created. The unique CAF ID is referred to as the common application form.

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## Renewal of Mobile Tower Approval – WBEIDC (IT & E)

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### Applicant's Dashboard

CAF ID generated.

Click on 'Apply Online' to proceed with the application.

**Service Added Successfully**

**Your Selected Service(s)**

SL NO.	SERVICE	ACTION
1	<b>Renewal for Mobile Tower approval - (WBEIDC)</b> (WBRTPS Timeline: 30 days) Application saved successfully / Fees pending → Fees Paid → In-Progress → Query Raised By Field Unit (if required) → Applicant Compliance Awaited (if required) → Under Evaluation (if required) → Application Rejected with Reason (if required) → NDC Issued	<a href="#">Apply Online</a>

**BUSINESS REFERENCE ID : CAF2022000810**

**BUSINESS REFERENCE ID : CAF2022000809** [Check Status](#)

**BUSINESS REFERENCE ID : CAF2022000751** [Apply Online](#)

After clicking on ‘[Apply Online](#)’ option, the applicant shall be redirected to the main application form. The applicant will have to fill in the required details and review the application form (screenshot below):

**Common Application Form : CAF2022000810**

10%

**Details Of The Applicant / Licensee**

Registered Email ID \*  
nicedb@nic.in

Password \*  
\*\*\*\*\*

[<< Back](#) [Save & Continue >>](#)

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Common Application Form | Ease of Doing Business | Single Window Services for Business

For any technical query, kindly drop a mail at [helpdesk.silpasathi@gmail.com](mailto:helpdesk.silpasathi@gmail.com)

### Common Application Form : CAF2022000810

Process Start 10%

#### Details Of The Applicant / Licensee

OLD NOC ID \* 12345 OLD NOC DATE \* 26-01-2000 Name of Applicant / Licensee \* NIC EODB

Complete Registered Postal Address with PIN \* Sample Registered postal address with 700009 Mobile No. \* 9999988888

Alternate Mobile No. Alternate Mobile No. Email ID \* niceoab@nic.in Landline No. Landline No.

#### Details Of The Proposed Work

Application Type \* Installation of Tower (Telecom/Mobile) Infrastructure Type \* Overground Area of Land or Roof-top \* Sq. Mt.

Specific Name & Nature of Work \* Complete Site Address \*  
Character Limit: 400, Character Left: 400 Character Limit: 600, Character Left: 600

#### Details Of The Property

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Common Application Form | Ease of Doing Business | Single Window Services for Business

Property Type \* Private Property Property Region Type \* Urban District \* Kolkata Police Station \* Amherst Street

Municipality / Corporation / Development Authority \* Kolkata Municipal Corporation (KMC)

Consent given by Land/Building owner? \* Yes  
Without approval of land/building owner, application cannot be submitted

Name and Address of the Owner of the Land or Building with Contact No. \*  
Character Limit: 600, Character Left: 600

Land Owner Contact No. \* 9878543210

#### Other Information

Entire time Duration for execution of the work \* 123 Entire restoration work to be completed within [ According to telecom guidelines Para 6.(b)(3)(iv) ] \* 130 Approximate amount of money (in INR) to be spent by the applicant for the restoration work to bring back the work-site to its erstwhile state \* 123

Specific measures taken to mitigate Public Inconvenience \* 123 Any other relevant matter (in the opinion of the Licensee)  
Character Limit: 600, Character Left: 600

Location Map From Any Publicly Available Source (Scale 1:1000) Showing The Site With It's Latitude & Longitude

Latitude \* 123 Longitude \* 123

<< Back Save & Continue >>

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Upon completion of the application process along with document submission, the applicant clicks on the **‘Submit’** button for final submission of the application.

**The document submission process has been described below. Please refer to the screenshots below for detailed illustrations.**

Common application form data saved successfully.

Upload Documents – CAF2024528301

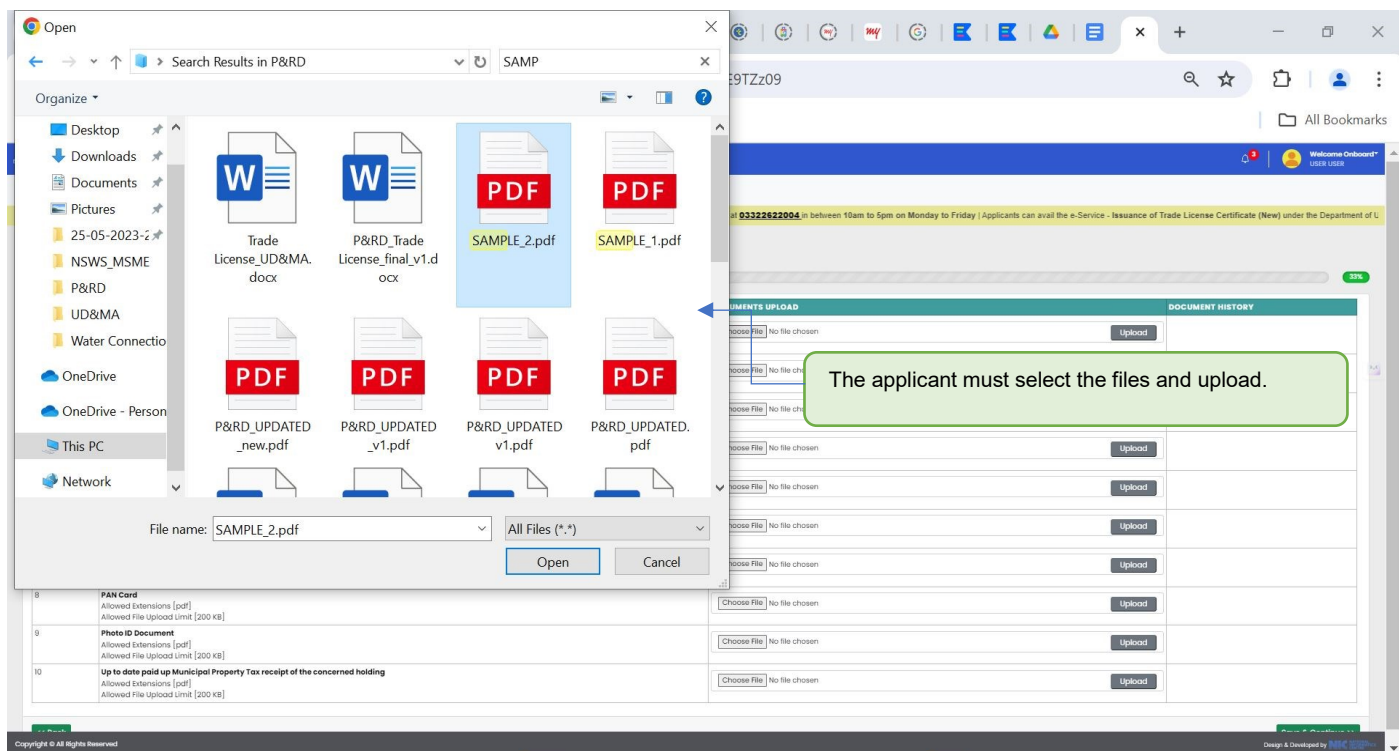
SIL NO.	DOCUMENTS LIST	DOCUMENTS UPLOAD	DOCUMENT HISTORY
1	Certificate of Licensed Plumber Allowed Extensions [pdf] Allowed File Upload Limit [200 KB]	<input type="button" value="Choose File"/> No file chosen <input type="button" value="Upload"/>	
2	Copies of approved final layout drawing of house sewer pipe/drain Allowed Extensions [pdf] Allowed File Upload Limit [200 KB]	<input type="button" value="Choose File"/> No file chosen <input type="button" value="Upload"/>	
3	Copies of approved final layout drawing of water line Allowed Extensions [pdf] Allowed File Upload Limit [200 KB]	<input type="button" value="Choose File"/> No file chosen <input type="button" value="Upload"/>	
4	Copy of approved Completion Plan Allowed Extensions [pdf] Allowed File Upload Limit [200 KB]	<input type="button" value="Choose File"/> No file chosen <input type="button" value="Upload"/>	
5	Occupancy Certificate Allowed Extensions [pdf] Allowed File Upload Limit [200 KB]	<input type="button" value="Choose File"/> No file chosen <input type="button" value="Upload"/>	
6	Organisation PAN Allowed Extensions [pdf] Allowed File Upload Limit [200 KB]	<input type="button" value="Choose File"/> No file chosen <input type="button" value="Upload"/>	
7	Organisation TAN Allowed Extensions [pdf] Allowed File Upload Limit [200 KB]	<input type="button" value="Choose File"/> No file chosen <input type="button" value="Upload"/>	
8	PAN Card Allowed Extensions [pdf] Allowed File Upload Limit [200 KB]	<input type="button" value="Choose File"/> No file chosen <input type="button" value="Upload"/>	
9	Photo ID Document Allowed Extensions [pdf] Allowed File Upload Limit [200 KB]	<input type="button" value="Choose File"/> No file chosen <input type="button" value="Upload"/>	
10	Up to date paid up Municipal Property Tax receipt of the concerned holding Allowed Extensions [pdf] Allowed File Upload Limit [200 KB]	<input type="button" value="Choose File"/> No file chosen <input type="button" value="Upload"/>	

The applicant has to browse the required files in his system and upload them as described in the screenshots. A dialogue box appears after clicking on **‘Browse’**. Once the required file is selected, the applicant has to click on **‘Upload’** button to upload the files successfully.

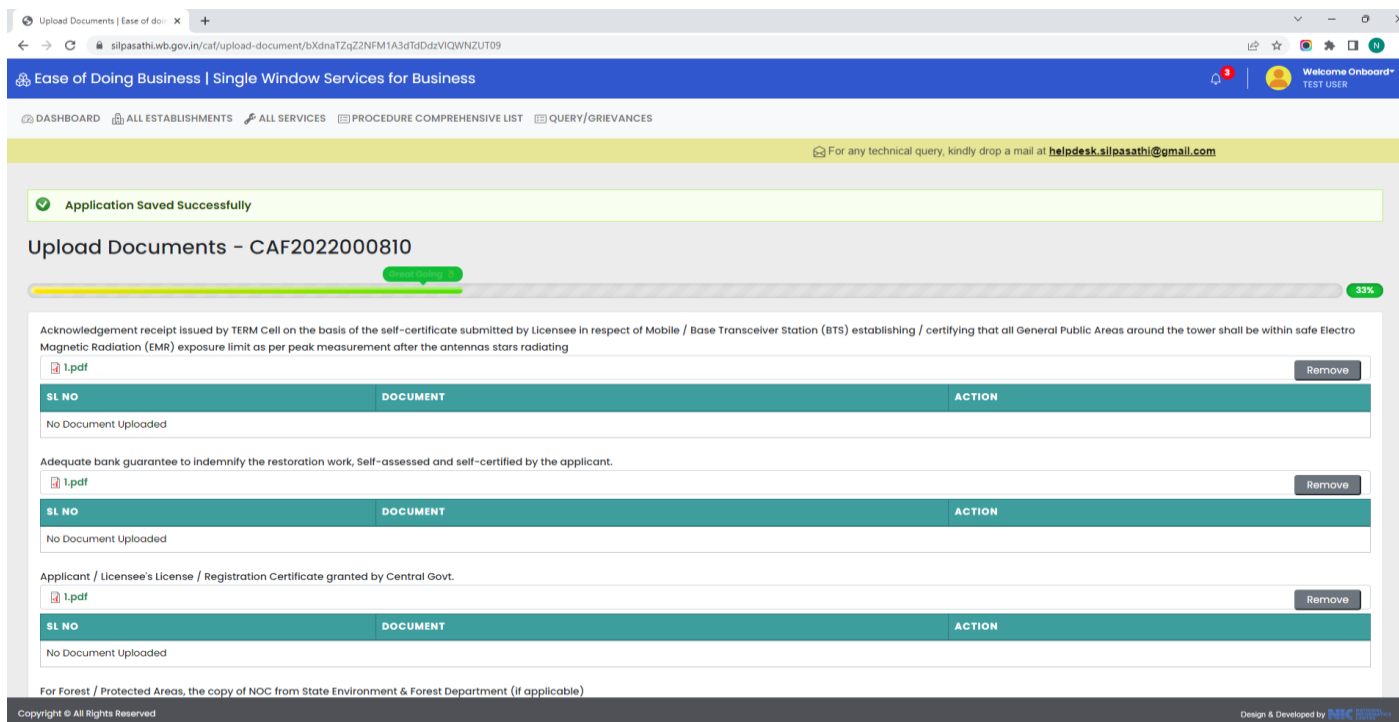
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## Renewal of Mobile Tower Approval – WBEIDC (IT & E)

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The applicant is required to upload **required documents** in **pdf format** as illustrated in the screenshots. After filling the application form and uploading the required documents the applicant has to click on ‘**Save and Continue**’ to proceed with the application.



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The applicant shall review the filled in application form and proceed for final submission of application. Once reviewed, the applicant shall also be required to click on the Declaration checkbox on the bottom left of the application page before proceeding to **‘Submit’** button, as illustrated in the screenshots below.

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## Renewal of Mobile Tower Approval – WBEIDC (IT & E)

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Common Application Form Preview

silpasathi.wb.gov.in/cat/application-preview/bXdnaTZqZ2NFM1A3dTdDdzVIQWNZUT09

Latitude	123
Longitude	123

**UPLOADED SUPPORTING DOCUMENTS**

Applicant / Licensee's License / Registration Certificate granted by Central Govt.	<a href="#">View</a>
NOC given by the Land / Building Owner	<a href="#">View</a>
For Forest / Protected Areas, the copy of NOC from State Environment & Forest Department (if applicable)	<a href="#">View</a>
Signed project report with details of installation of all items / machineries / fitting with description of all dimensions / length / height / wt. / vol. technical specification with technical vetting from competent authority	<a href="#">View</a>
Adequate bank guarantee to indemnify the restoration work, Self-assessed and self-certified by the applicant.	<a href="#">View</a>
Signed Deed with Land / Building Owner	<a href="#">View</a>
Location Map from any publicly available source (Scale 1:1000) showing the site with its Latitude & Longitude	<a href="#">View</a>
The detailed technical design and drawing of tower / post or other above ground infrastructure including the specification of foundation	<a href="#">View</a>
Underwriting to take care of any loss or injury due to accident caused by the tower (including a declaration to the effect that the applicant shall take special precaution for fire safety, lightning and he shall be solely responsible for any civil or criminal case arising there from) [Should be given in company letterhead with seal and signature]	<a href="#">View</a>
Structural Stability Certificate	<a href="#">View</a>
Signed NOC issued by the Fire & Emergency Department (in case of high rise buildings where fire clearance is mandatory)	<a href="#">View</a>
SACFA Clearance Certificate / SACFA application for the said location submitted to WPC wing of DoT with Registration Number as WPC acknowledgement	<a href="#">View</a>
Acknowledgement receipt issued by TERM Cell on the basis of the self-certificate submitted by Licensee in respect of Mobile / Base Transceiver Station (BTS) establishing / certifying that all General Public Areas around the tower shall be within safe Electro Magnetic Radiation (EMR) exposure limit as per peak measurement after the antennas starts radiating	<a href="#">View</a>
Any Other Documents (Old NOC)	<a href="#">View</a>

☒ I hereby declare that the particulars given above are true to the best of my knowledge and belief \*

[Submit](#)

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Declaration statement

Click on submit for submission of application.

On clicking on ‘Submit’ link, the following webpage appears post submission of application with updated Status.

Common Application Form Preview

silpasathi.wb.gov.in/cat/submitted/bZJsl1A1WEkrQ09hZfPnBklIMVpUQT09/bXdnaTZqZ2NFM1A3dTdDdzVIQWNZUT09

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WELCOME ONBOARD TEST USER

DASHBOARD ALL ESTABLISHMENTS ALL SERVICES PROCEDURE COMPREHENSIVE LIST QUERY/GRIEVANCES

For any technical query, kindly drop a mail at [helpdesk.silpasathi@gmail.com](mailto:helpdesk.silpasathi@gmail.com)

**Current Status-CAF2022000810**

NAME OF THE SERVICES	CURRENT STATUS	DATE
Renewal for Mobile Tower approval - (WBEIDC)	Application saved successfully / Fees pending	Completed
Fees Paid	Pending	
In-Progress	Pending	
Query Raised By Field Unit (If required)	Pending	
Applicant Compliance Awaited (If required)	Pending	
Under Evaluation (If required)	Pending	
Application Rejected with Reason (If required)	Pending	
NOC Issued	Pending	

Application status updated.

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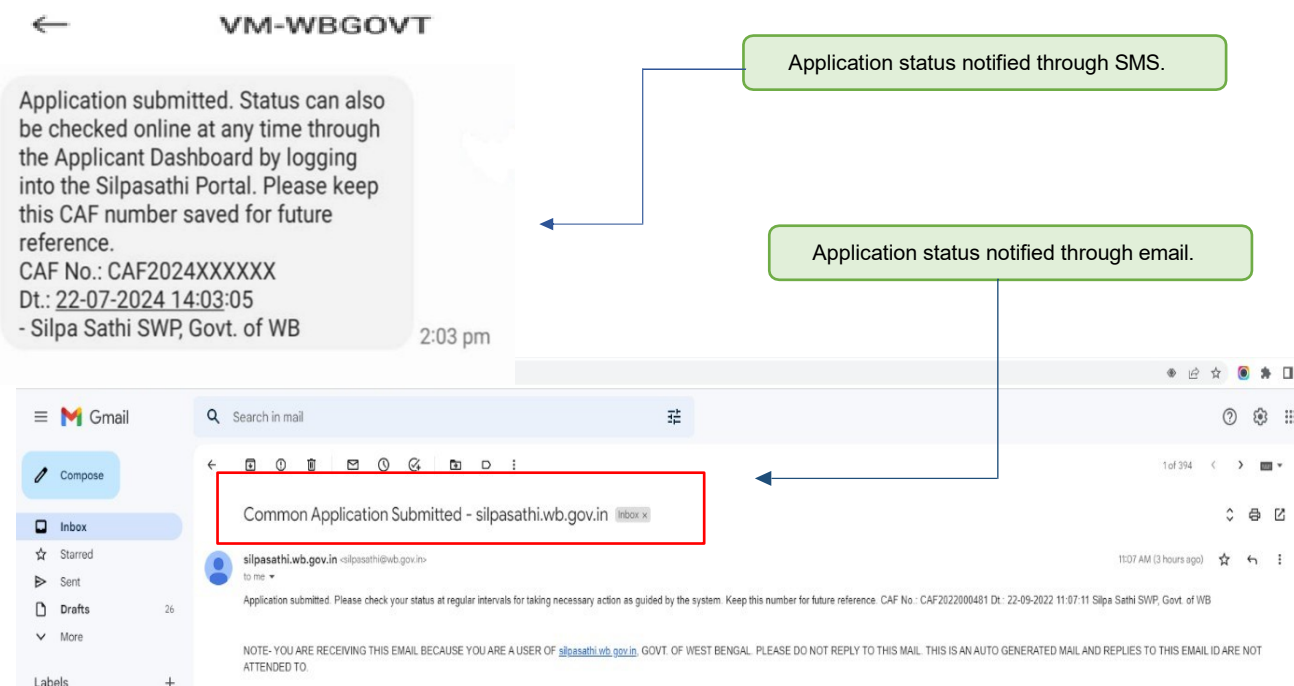
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The applicant /user shall be notified via SMS and email on his registered phone number and email id respectively. The applicant receives notifications at different stages of the application - application submission, application approval, etc.



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### 2. Online Payment of fees

The applicant is now required to pay the required fees based on the application filled by the applicant. The applicant has to click on ‘**Pay Now**’ option and proceed with the payment procedure. The screenshot below provides an illustration:

#### Applicant's Dashboard

Establishment | Ease of doing busi... x +

silpasathi.wb.gov.in/dashboard

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DASHBOARD ALL ESTABLISHMENTS ALL SERVICES PROCEDURE COMPREHENSIVE LIST QUERY/GRIEVANCES

For any technical query, kindly drop a mail at [helpdesk.silpasathi@gmail.com](mailto:helpdesk.silpasathi@gmail.com)

Add Establishment System Guided Assistance Through Wizard Self Assisted Service Licenses For Tourism Industry Query Submission / Tracking Your Profile

Your Selected Service(s)

BUSINESS REFERENCE ID : CAF2022000810 Check Status

SL NO.	SERVICE	ACTION
1	Renewal for Mobile Tower approval - (WBEIDC) (WBRTPS Timeline: 30 days) Application saved successfully / Fees pending — Fees Paid — In-Progress — Query Raised By Field Unit (If required) — Applicant Compliance Awaited (If required) — Under Evaluation (If required) — Application Rejected with Reason (If required) — NOC Issued	Pay Now

Application status updated.

For proceeding with payment

The payment procedure has been illustrated as per the following screenshots. The applicant can proceed with the payment after clicking on the ‘**Proceed to Pay**’ option.

e-Payments | Ease of doing busi... x +

silpasathi.wb.gov.in/payment-details/QU9DL1R2Q1hjd0xmRnY3dE5yWE1CQT09/bxdnaTZqZ2NFMI1A3dDdZVlQWZUT09

Ease of Doing Business | Single Window Services for Business

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For any technical query, kindly drop a mail at [helpdesk.silpasathi@gmail.com](mailto:helpdesk.silpasathi@gmail.com)

Payments Details-CAF2022000810

Details of the depositor

Dept. Payment Reference Number	EODB4059424407607283
CAF Number	CAF2022000810
Name	Test User
Email	testuser@gmail.com
Mobile	8999999999

Note: By pressing "Confirm Payment" button you are redirected to Grips portal, please do not press back button or refresh. You will automatically redirect to dashboard after successful payment. Please don't be confused if not redirected automatically, your payment status will be updated shortly.

Service wise fees details

SL. NO.	NAME OF THE SERVICES	PURPOSE	HEAD OF ACCOUNT	PAYABLE AMOUNT(RS.)
1	Renewal for Mobile Tower approval - (WBEIDC)	Application Charges	1275-00-102-001-16	10000
Total				10000

<< Back Proceed to Pay

Click here to proceed with the payment in GRIPS portal.

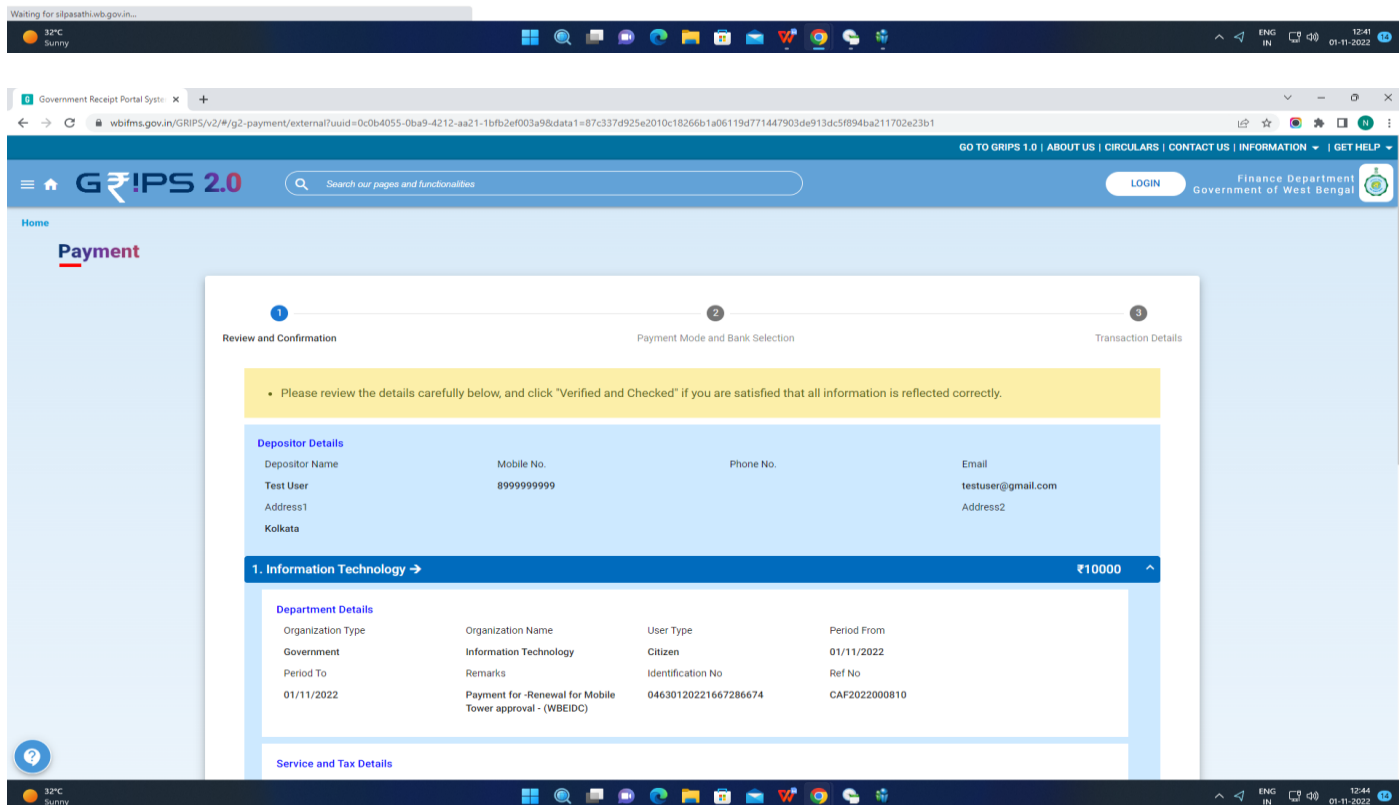
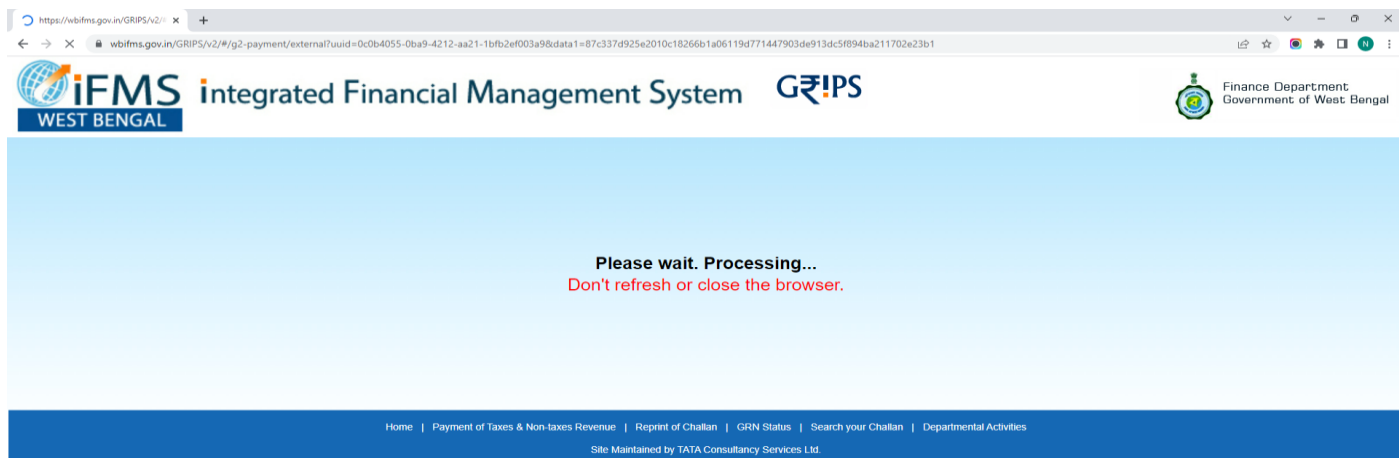
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The applicant is redirected to the **GRIPS portal** to complete the payment process. The applicant shall be able to choose between various modes of payment methods for fees payment.



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Government Receipt Portal System

wbfrms.gov.in/GRIPS/v2/#/g2-payment/external?uid=0c0b4055-0ba9-4212-aa21-1bfb2ef003a9&data1=87c337d925e2010c18266b1a06119d771447903de913dc5f894ba211702e23b1

Department Details			
Organization Type	Organization Name	User Type	Period From
Government	Information Technology	Citizen	01/11/2022
Period To	Remarks	Identification No	Ref No
01/11/2022	Payment for -Renewal for Mobile Tower approval - (WBEIDC)	04630120221667286674	CAF2022000810

Service and Tax Details			
Subservice Name	HoA Description	Head of Account	Amount
other fees	Other Communication Services Receipts from Monitoring Organization Administrative expenses for Underground Telegraph infrastructure and one-time fee for Over ground Telegraph infrastructure	1275-00-102-001-16	10000

**TOTAL** ₹10000

Rupees Ten Thousand only

☐ Verified and checked

NEXT

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List of Integrated Departments

About Us  
Search Head of Account

Circulars & Notifications  
Verify HoA

Contact Us  
Frequently Used HoAs

32°C Sunny

Government Receipt Portal System

wbfrms.gov.in/GRIPS/v2/#/g2-payment/external?uid=0c0b4055-0ba9-4212-aa21-1bfb2ef003a9&data1=87c337d925e2010c18266b1a06119d771447903de913dc5f894ba211702e23b1

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**Payment**

1 Review and Confirmation

2 Payment Mode and Bank Selection

3 Transaction Details

Payment Mode \*  
SBI Epay

Bank \*  
SBI EPay

BACK NEXT

32°C Sunny

# User Manual

## Renewal of Mobile Tower Approval – WBEIDC (IT & E)

Provided as a service through ‘SilpaSathi’ the Online Single Window portal of State (WB)

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Payment

Search our pages and functionalities

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Finance Department  
Government of West Bengal

1

2

3

Review and Confirmation

Payment Mode and Bank Selection

Transaction Details

• Payment ID and GRN(s) for this transaction have been successfully generated.

• Newly generated data is highlighted in green. You can hover over the same to understand what it means.

• Please review below, save these numbers for future reference, and click 'Pay Now' when you are ready to proceed to bank/payment portal.

Depositor Details

Depositor Name

Mobile No.

Phone No.

Email

Test User

8999999999

testuser@gmail.com

Address1

Address2

Kolkata

Transaction Details

GRIPS Payment ID

Transaction Date

Payment Mode

Bank

011120222015457907

01/11/2022 12:45:06

SBI EPay

SBI EPay

1. Information Technology →

₹10000

GRN Details

GRN

Organization Type

Organization Name

User Type

192022230154579088

Government

Information Technology

Citizen

Period From

Period To

Remarks

Identification No

01/11/2022

01/11/2022

Payment for -Renewal for Mobile  
Tower approval - (WBEIDC)

04630120221667286674

Ref No

CAF2022000810

Service and Tax Details

Subservice Name

HoA Description

Head of Account

Amount

other fees

Other Communication Services  
Receipts from Monitoring  
Organization Administrative  
expenses for Underground  
Telegraph infrastructure and one-  
time fee for Over ground  
Telegraph infrastructure

1275-00-102-001-16

10000

TOTAL

₹10000

Rupees Ten Thousand only

CANCEL

PAY NOW

Go to GRIPS 1.0

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Officers, e-Gov Group

Authorized Banks- Counter Payment

SBIePay Banks- Debit Card

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Authorized Banks- Debit Card

SBIePay Banks- Credit Card

Circulars & Notifications

Verify HoA

Authorized Bank Nodal Officers

SBIePay Banks- Net Banking

SBIePay- User Guide

Contact Us

Frequently Used HoAs

Authorized Banks- Net Banking

SBIePay Banks- Corporate

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Engine ID: 856729703\_CH / Version ID: 2.0.122 / Site best viewed on Chrome/Firefox/Edge, on a 16:9 aspect ratio screen.

# User Manual

## Renewal of Mobile Tower Approval – WBEIDC (IT & E)

Provided as a service through ‘SilpaSathi’ the Online Single Window portal of State (WB)

The applicant has to enter the correct details for payment transaction and proceed with the payment process.

Payment Details

Debit/Credit/Prepaid Cards

Internet Banking

BHIM UPI

Wallets

NEFT

SBI Branch Payment

Debit/Credit/Prepaid Cards

Please enter your card details

Card Number

Expiry Date/Valid Thru

CVV/CVC 4-DBC

Name of the card holder

Use your GSTIN for claiming input tax (Optional)

Pay Now

Cancel

Internet Banking

BHIM UPI

Wallets

NEFT

SBI Branch Payment

Order Summary

Order No.: 011120222015457907

Merchant Name: GRIPS 2.0

Amount: 10000.00

Processing fee:

GST:

Total:

APM ID: PG\_TRANS\_396

Select payment mode.

Payment amount to be displayed.

Government Receipt Portal System

wbfrms.gov.in/GRIPS/v2/#/g2-payment/external?uid=0c0b4055-0ba9-4212-aa21-1bf2ef003a98&data1=87c337d925e2010c18266b1a06119d771447903de913dc5f894ba211702e23b1

GRIPS 2.0

Search for pages and functionalities

LOGIN

Finance Department Government of West Bengal

Payment

Review and Confirm

Transaction Details

Success

Your transaction has been processed.

Please note the following details for future reference:

GRIPS Payment ID: 011120222015457907

Government Reference Number (GRN) for individual payments within transaction:

1. 192022230154579088

You can dismiss this dialog and review these details before paying. Registered users will also find these details in their transaction history upon login.

OK

After successful payment of fees, the user is displayed the updated status of the application as illustrated in the screenshots below. The page is redirected to webpage showing status as completed against “Fees Paid”.

# User Manual

## Renewal of Mobile Tower Approval – WBEIDC (IT & E)

Provided as a service through ‘SilpaSathi’ the Online Single Window portal of State (WB)

The screenshot shows the 'Current Status-CAF2022000810' page. It features a table with columns: NAME OF THE SERVICES, CURRENT STATUS, and DATE. The table lists various stages of the application process, with 'Application saved successfully / Fees pending' and 'Fees Paid' marked as 'Completed'. A red box highlights the 'Completed' status for these two items. A green box labeled 'Status updated.' is positioned below the table. The page also includes a navigation bar with links to DASHBOARD, ALL ESTABLISHMENTS, ALL SERVICES, PROCEDURE COMPREHENSIVE LIST, and QUERY/GRIEVANCES. A footer note mentions 'Copyright © All Rights Reserved' and 'Design & Developed by NIC'.

NAME OF THE SERVICES	CURRENT STATUS	DATE
Application saved successfully / Fees pending	Completed	
Fees Paid	Completed	
In-Progress	Pending	
Query Raised By Field Unit (If required)	Pending	
Applicant Compliance Awaited (If required)	Pending	
Under Evaluation (If required)	Pending	
Application Rejected with Reason (If required)	Pending	
NOC Issued	Pending	

### 3. Track Status of Application

The applicant has to click on ‘Check Status’ to view the latest status of the application.

#### Applicant's Dashboard

The screenshot shows the 'Applicant's Dashboard' page. It features a navigation bar with links to Add Establishment, System Guided Assistance Through Wizard, Self Assisted Service, Sector Specific License, Query / Grievance Submission / Tracking, and Your Profile. A green box labeled 'Click on 'Check Status' to check the latest status of the application.' points to the 'Check Status [Click Here]' button. The dashboard also displays a table with columns: SL NO., SERVICE, and ACTION. The table lists the application status, including 'Water Connection - UD & MA (WBRTS Timeline: 15 days)' and 'Application Assigned to Consultant'. A red box highlights the 'Check Status [Click Here]' button and the 'Click to Proceed' button. The page also includes a navigation bar with links to DASHBOARD, ALL ESTABLISHMENTS, ALL SERVICES, PROCEDURE COMPREHENSIVE LIST, and QUERY/GRIEVANCES. A footer note mentions 'Copyright © All Rights Reserved' and 'Design & Developed by NIC'.

SL NO.	SERVICE	ACTION
1	Water Connection - UD & MA (WBRTS Timeline: 15 days)	Click to Proceed

**Note: Latest status can be seen any time through Applicant's Dashboard**

Current status appears in the Status Dashboard (Screenshot below).

# User Manual

## Renewal of Mobile Tower Approval – WBEIDC (IT & E)

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The screenshot shows the 'CAF2024528301 - Current Status' page on the SilpaSathi portal. The page displays a table with the following columns: NAME OF THE SERVICES, STATUS TITLE, CURRENT STATUS, and ACTION TAKEN DATE. The table lists various steps in the approval process, all of which are marked as 'Completed'. A red box highlights the 'CURRENT STATUS' column, and a green box at the bottom left states: 'Latest status updated as **Signatory Authority approved**.'

NAME OF THE SERVICES	STATUS TITLE	CURRENT STATUS	ACTION TAKEN DATE
Water Connection - UD & MA	Application Assigned to Consultant	Completed	
	Consultant Pending	Completed	
	Consultant completed Nodal Officer action pending	Completed	
	Nodal Officer recommended Dealing Assistant action pending & Assigned to Water Department	Completed	
	Dealing Assistant completed Nodal Officer action pending & Action taken by Water Department	Completed	
	Meeting date has been finalized by nodal officer	Completed	
	Fees Pending	Completed	
	Fees Paid	Completed	
	Nodal Officer Recommended after Payment, pending for Water Department	Completed	
	Nodal Officer recommended Signatory Authority action pending	Completed	
	Signatory Authority approved	Completed	

### 4. Online Download of final approval certificate

The applicant has to '**Click to Proceed**' to view further.

#### Applicant's Dashboard

The screenshot shows the 'Applicant's Dashboard' on the SilpaSathi portal. The dashboard displays various service options like 'Add Establishment', 'System Guided Assistance Through Wizard', 'Self Assisted Service', 'Licenses For Tourism Industry', 'Query Submission / Tracking', and 'Your Profile'. Below these, under 'Your Selected Service(s)', there is a section for 'BUSINESS REFERENCE ID : CAF2022000810'. A green box highlights the text 'Click on 'Download NOC''. A red box highlights the 'Download NOC' button in the 'ACTION' column of the service table.

SL NO.	SERVICE	ACTION
1	Renewal for Mobile Tower approval - (WBEIDC) (WBRTPS Timeline: 30 days) Application saved successfully / Fees pending — Fees Paid — In-Progress — Query Raised By Field Unit (If required) — Applicant Compliance Awaited (If required) — Under Evaluation (If required) — Application Rejected with Reason (If required) — NOC Issued	Download NOC

**Note: Latest status can be seen any time through Applicant's Dashboard**

The applicant shall now be able to download the final certificate after final approval of application. The applicant has to click on '**PDF**' icon to download the Final Approval Certificate issued.

# User Manual

## Renewal of Mobile Tower Approval – WBEIDC (IT & E)

Provided as a service through ‘SilpaSathi’ the Online Single Window portal of State (WB)

The screenshot shows the 'Application View Details' page for application CAF2022000810. The page has a header with navigation links like 'DASHBOARD', 'ALL ESTABLISHMENTS', 'ALL SERVICES', 'PROCEDURE COMPREHENSIVE LIST', and 'QUERY/GRIEVANCES'. A yellow banner provides a contact email: [helpdesk.silpasathi@gmail.com](mailto:helpdesk.silpasathi@gmail.com). The main content area is titled 'Application Form View Details – CAF2022000810'. It contains a table with two columns: 'PARAMETERS' and 'INPUTS'. Under 'PARAMETERS', it shows 'NOC ID :: 1744566494129714' and 'NOC Issued Date :: 21-09-2022'. Under 'INPUTS', there is a red-bordered button labeled 'Download NOC' with a PDF icon. A green callout box with an arrow points to this button, containing the text 'Click on pdf icon.'

The certificate as downloaded has been illustrated in the screenshot below:

### The Final Certificate gets downloaded (Screenshot)


The screenshot shows a PDF document titled 'Online NOC'. It features the official seal of the Government of West Bengal at the top. The text reads: 'OFFICE OF THE NODAL OFFICER', 'NO OBJECTION CERTIFICATE FOR ESTABLISHMENT OF MOBILE TOWER-BASE TOWER STATION LAYING OPTICAL FIBRE CABLE FOR TELEGRAPH INFRASTRUCTURE KOLKATA'. Below this is a QR code and the reference number 'Ref No: 1744566494129714'. The document lists the applicant as 'NIC EODB' and the service provider as 'Jio infotech system'. It states the address as 'Complete Registered Postal Address with PIN 700001'. The subject of the certificate is 'Grant of permission for erection, installation or establishment of MOBILE TOWER-BASE TOWER STATION LAYING OPTICAL FIBRE CABLE telegraph infrastructure in line with the Central rule'. Two conditions are listed: 1. The applicant has applied for permission for erection, installation or establishment of mobile tower base tower station laying optical fibre cable telegraph infrastructure under Rule 9 of Telegraph Right of Way Rule 2016 read with Para 3 of these guidelines Dated 16/02/2018 issued by Government of West Bengal. 2. The permission has been applied on the land or building mentioned below.

# User Manual


## Renewal of Mobile Tower Approval – WBEIDC (IT & E)

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One Approval certificate document has been illustrated below:



**OFFICE OF THE NODAL OFFICER**  
**NO OBJECTION CERTIFICATE FOR ESTABLISHMENT OF MOBILE TOWER/BASE TOWER STATION/LAYING OPTICAL FIBRE CABLE FOR TELEGRAPH INFRASTRUCTURE KOLKATA**



Ref No: 1744566494129714

To,

Applicant/Licensee: NIC EODB

Service Provider Name (TSP/ISP): Jio infotech system

Address: Complete Registered Postal Address with PIN 700001

Sub: Grant of permission for erection, installation or establishment of MOBILE TOWER/BASE TOWER STATION/LAYING OPTICAL FIBRE CABLE telegraph infrastructure in line with the Central rule

- The above applicant/licensee has applied to accord permission for erection, installation or establishment of mobile tower/base tower station/laying optical fibre cable telegraph infrastructure under Rule 9 of Telegraph Right of Way Rule 2016 read with Para 5 of these guidelines Dated 16/02/2018 issued by Government of West Bengal.
- The permission has been applied on the land or building mentioned below:

Details of location (Name of village, city, ward no. Street name, road name etc.)	Area in Sq. Mt
Complete Site Address 7000002	88

3. That, I have examined the application and documents/statements submitted by the applicant/licensee. He/She has deposited the necessary fee and charges I have examined the reports received from Local Body and field agencies. I am of the opinion that the desired permission is consonance with provisions of above-mentioned Rules and guidelines.

4. Therefore, I hereby grant the permission for erection, installation or establishment of following telegraph infrastructure on the land or building herein above mentioned.

S.No	Items	Details
1	The nature and location including exact latitude and longitude of the post/tower or other above-ground contrivances which are to be established.	22.232323, 88.898989 (as provided by the applicant)
2	The extent of land required for establishment of the above-ground telegraph infrastructure	88
3	The details of building or structure where the mobile tower/base tower station/laying optical fibre cable telegraph infrastructure is to be established.	(as provided by the applicant)
4	The mode of and time duration for, execution of work.	58 (as provided by the applicant)

5. The permission is granted on following terms and conditions: -

- The Radiation norms fixed by DoT have to be strictly followed by the licensee. Any citizen can approach the TERM Cell with regard to grievance on any issue relating to radiation.
- Sign boards and Warning Signs ("Danger", "Warning", "Caution", etc.) as per guidelines of DoT shall be provided at the working sites which are clearly visible and identifiable.
- The licensee shall be permitted to establish mobile tower/base tower station/laying optical fibre cable telegraph infrastructure on open land including private Govt lands, lands and buildings of Government or Government owned/controlled Statutory or Non-Statutory institutions/bodies or at other public/private locations including roads, parks, playgrounds, schools, colleges, land earmarked for public utilities.
- In the walled city area or in the area of Heritage importance the Pole/Mast shall be designed keeping in view the Heritage character of the area.
- Installation of infrastructure shall not be permitted on right of way.
- The licensee shall be granted permission to install micro cells/Wi-Fi access points and other required services on street light poles/bus shelters/government buildings.
- The licensee shall fix the equipments which cause minimum noise and environmental pollution for power back-up in the earmarked boundary adjacent to mobile tower/post.

h. The structural stability of the towers/posts and building in which it is erected, shall be ensured by the licensee and the towers/posts and their foundations shall be designed accordingly. He shall be solely responsible for any mishap, if it takes during or after erection of towers.

6. This permission shall be valid from this date up-to the period of license granted to the licensee by DoT, Dated 02\_Sep 2022.

Note:

- The authenticity of this permission can be verified according to West Bengal Telecom Infrastructure Guidelines, 2020 for clearance and permission to set up mobile tower or base station tower and laying optical fibre cable.
- This permission is legally valid as per Information Technology Act 2000 and it's subsequent amendments
- Tampering with this permission will attract penal actions.

\* This is system generated NOC and does not require signature.

# User Manual

## Renewal of Mobile Tower Approval – WBEIDC (IT & E)

Provided as a service through ‘SilpaSathi’ the Online Single Window portal of State (WB)

### 5. Third Party verification details

Third party verification is a process by which any independent user / third party verifies an individual’s license and registration details online check authenticity of the Certificate without logging into the portal.

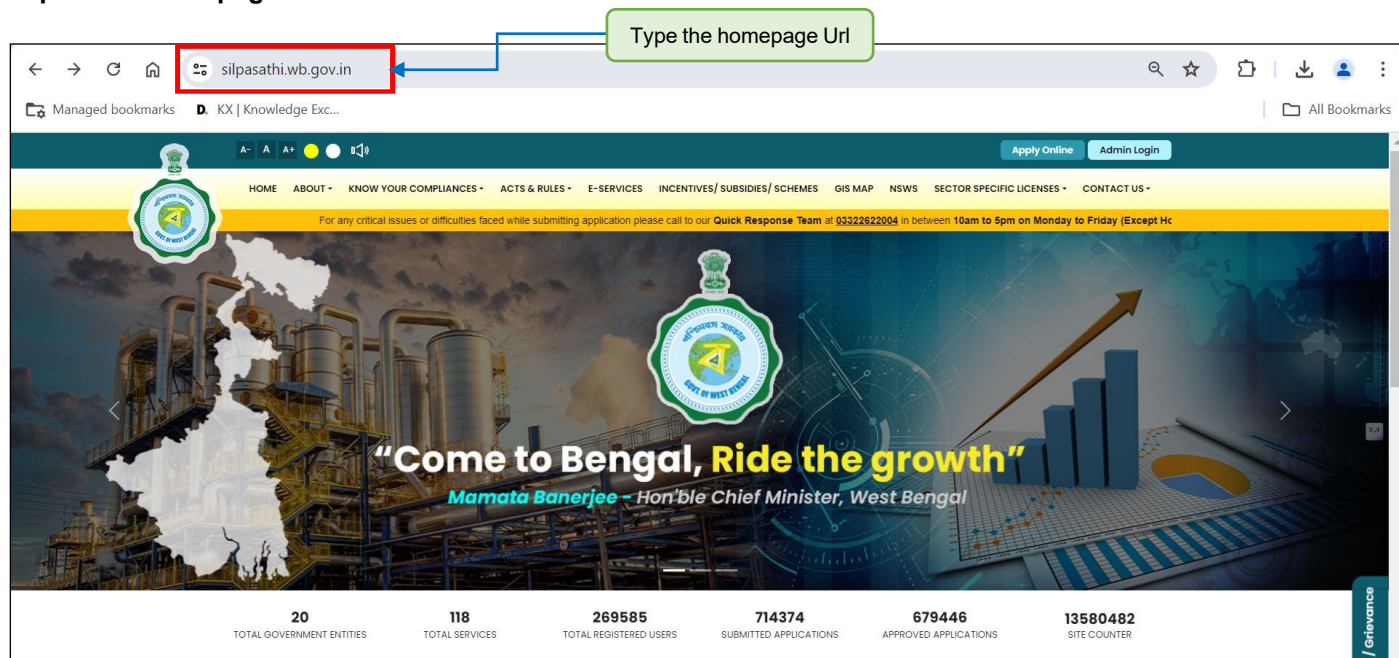
#### Third party verification process

The applicant or any user has to log in to <https://silpasathi.wb.gov.in/>.

A user (any third party) needs to click on ‘*Third party Verification*’ section in the homepage and enter registration number / license number and then click on ‘Search’ link, for Verification of Certificate.

(Screenshots below):

#### SilpaSathi Homepage



# User Manual

## Renewal of Mobile Tower Approval – WBEIDC (IT & E)

Provided as a service through 'SilpaSathi' the Online Single Window portal of State (WB)

**Silpasathi**  
The Revamped State Single Window Portal

Single Window Services can be accessed through an EODB-Online Single Window Portal using IT-enabled devices which includes desktop PCs and laptops. Later, this facility will also be available on tablets and smartphones.

- EoDB In Bengal**  
State government departments and agencies have implemented a number of reforms for EoDB in the State.
- EoDB Dashboard**  
State Integrated Portal for EoDB. You can find there the real time data from departments wise apply services.
- Online Single Window Portal**  
A Single Window System will provide single window service under the various applicable Acts & Rules and Schemes.
- Central Inspection System**  
A Central Inspection System has been developed for inspections of Industries conducted by Labour Department
- Draft Business Regulations And Final Notifications**  
Online System for publishing draft business regulations, receiving public comments / feedback.
- Third Party Verification**  
Online System for search unit wise establishment information and track Registration/License Details.

**Industrial Parks under WBIDC**  
Name & Drawings of Industrial Parks under WBIDC

**Notifications & Circulars**  
All the Notice, Circulars and Order

**User Manual**  
Service wise user manual

**GIS Map**  
Administrative Boundaries, Nodal Agencies, Administrative Centre

Select 'Third Party Verification'

Applicant selects the service and then enter the Certificate/ Approval number in the text box beside it and clicks on 'Search' to view details of certificate.

**Third Party Verification**

Track Registration/License details through **Silpasathi Portal**

Select Services \*  
Allotment of land in Industrial Area (WBIDC) - ( Industry, C

Registration Number / License Number / Others \*

Search

Sl No.	Service Name	Department Name	Action
1	Brand/Label Registration	Finance (Excise Directorate)	Click Here >>
2	Building Plan Approval	UD&MA	Click Here >>
3	Issuance of approval post plinth inspection	UD&MA	Click Here >>
4	Issuance of Occupancy Certificate	UD&MA	Click Here >>

Enter Registration number/ License number to view details.

# User Manual

## Renewal of Mobile Tower Approval – WBEIDC (IT & E)

Provided as a service through ‘Silpasathi’ the Online Single Window portal of State (WB)

**Third Party Verification**

Track Registration/License details through **Silpasathi Portal**

Select Services \*      Registration Number / License Number / Others \*

Renewal for Mobile Tower approval - (WBEIDC) - (INFORM      452      **Search**

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License details can be viewed after entering correct license number and clicking on Search.

The third party can view the details as illustrated below:

**Third Party Verification**

Track Registration/License details through **Silpasathi Portal**

Select Services \*      Registration Number / License Number / Others \*

Renewal for Mobile Tower approval - (WBEIDC) - (INFORM      452      **Search**

Parameter	Output
Certificate Number	452
Approval Date	19-04-2024
Name of the Business	DAS WOOD FURNITURE & SUPPLIERS
Location of the Business	VILLAGE: SHIPUR SAMSAD; HIGH PARA: DAS POST OFFICE: SHIPUR POLICE STATION: EGRA PIN CODE: 721448

**Query / Grievance**

NEED HELP? ASK NICCI