Chief General Manager Maharashtra Telecom Circle 6th floor -D Wing, BSNL Admn. Bldg., Juhu Tara Road, Santacruz (W), Mumbai -400 054.



भारत सचार निगम लिमिटेड (भारत रायकार का उपक्रम) BHARAT SANCHAR NIGAM LIMITED

(A Govt. of India Enterprise)

INTRA - BRANCH NOTE

F/F&A/Cash/General Corr./1

Date: 23-03-2021

Sub: Deposit of rent through online only for BSNL Staff quarters and Land & Bldg.

<u>REF:-1. Instruction uploaded at MH Intranet with outstanding rent details.</u> <u>2. F/F&A/Cashier/ Cheque Rejection/Corr/51, 53,54 and 56 dated 22/02/2021.</u> <u>3. F/F&A/L&B –Estate/Corr./01 & 02 dated.03/07/2020 & 08/10/2020.</u>

It is observed that many cheques are being dishonoured due to insufficient fund or other reasons mention in letter under reference No. 2.

Further, due to increasing of COVID-19 positive cases in Mumbai, to ensure safety of BSNL staff and BSNL tenants and as preventive measures, it is requested to instruct the tenants to **Pay Rent Online** only in BSNL Account and send the payment details i.e. date of transaction, amount, UTR No. along with their name, quarter address and Customer ID / Contract number at Email id: <u>bsnlcollection2401@gmail.com</u> for getting receipt of the rent deposited.

The bank details are as under:-

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10)
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This is issued with the approval of the competent authority.

Chief Accounts Officer (F&A) BSNL O/o CGMT,MH . Circle, Mumbai-54

To:

1) DGM (HR/ADM) O/o CGMT, Mumbai – 54. 2) AGM (Estate), O/o CGMT, Mumbai – 54 3) AGM (Land & Bldg), O/o CGMT, Mumbai – 54