

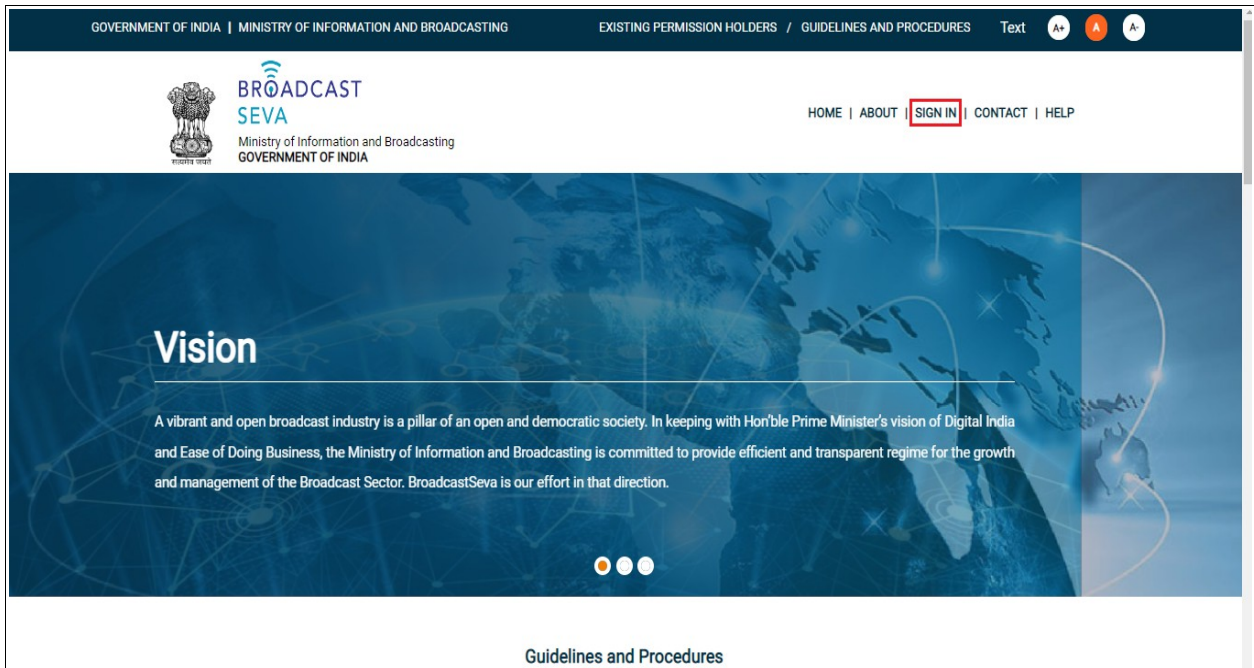
User Manual
For
Submission of
revised Performance Bank Guarantee (PBG)

Private FM Channels

Broadcast Seva

Ministry of Information and Broadcasting

1. On Broadcast Seva website, click 'Sign In' button on top right as highlighted below.



Login Screen as under is displayed.

- 2. On Log In page, enter username (official email ID using which sign up is done) and password and captcha and click 'Log In' button.

[If a first time user and not a member, click 'Sign Up' to create an account. Refer User Registration user manual. Data for permission holders shall be visible only if username is entered as per Ministry records.

Note: If account is locked due to unsuccessful attempts, click 'Forgot Password / Unlock account ' on bottom right to first unlock account and create a new password for the account on Broadcast Seva.]

GOVERNMENT OF INDIA | MINISTRY OF INFORMATION AND BROADCASTING

BROADCAST SEVA
Ministry of Information and Broadcasting
GOVERNMENT OF INDIA

Home Page

[Broadcast Seva Login](#) | [Raise Support Request](#) | [View Support Request status](#) | [User Manual](#)

Existing User Log In

Username

Password

Type the Code shown **WYCAK**

LOG IN

Not a Member ? [Sign Up](#)

[Forgot Username](#) | [Forgot Password / Unlock Account](#)

Instructions

1. If you already have a Broadcast Seva account, please log in with your User ID and password.
2. If you are an existing permission holder from the Ministry of Information and Broadcasting or have applied for new permission before go live date to the Ministry of Information and Broadcasting, then please log in as per the details provided in the email about creating/ accessing your Broadcast Seva account.
3. If you have an application / permission / license / registration approval from Broadcast Seva but have not received any e-mail , please reach out to us at [feedback\[dot\]bcs\[dash\]moib\[at\]gov\[dot\]in](mailto:feedback[dot]bcs[dash]moib[at]gov[dot]in).

- 3. On logging in, following screen is displayed. Click 'Services' on top followed by 'Private FM Channels' on the left service pane.

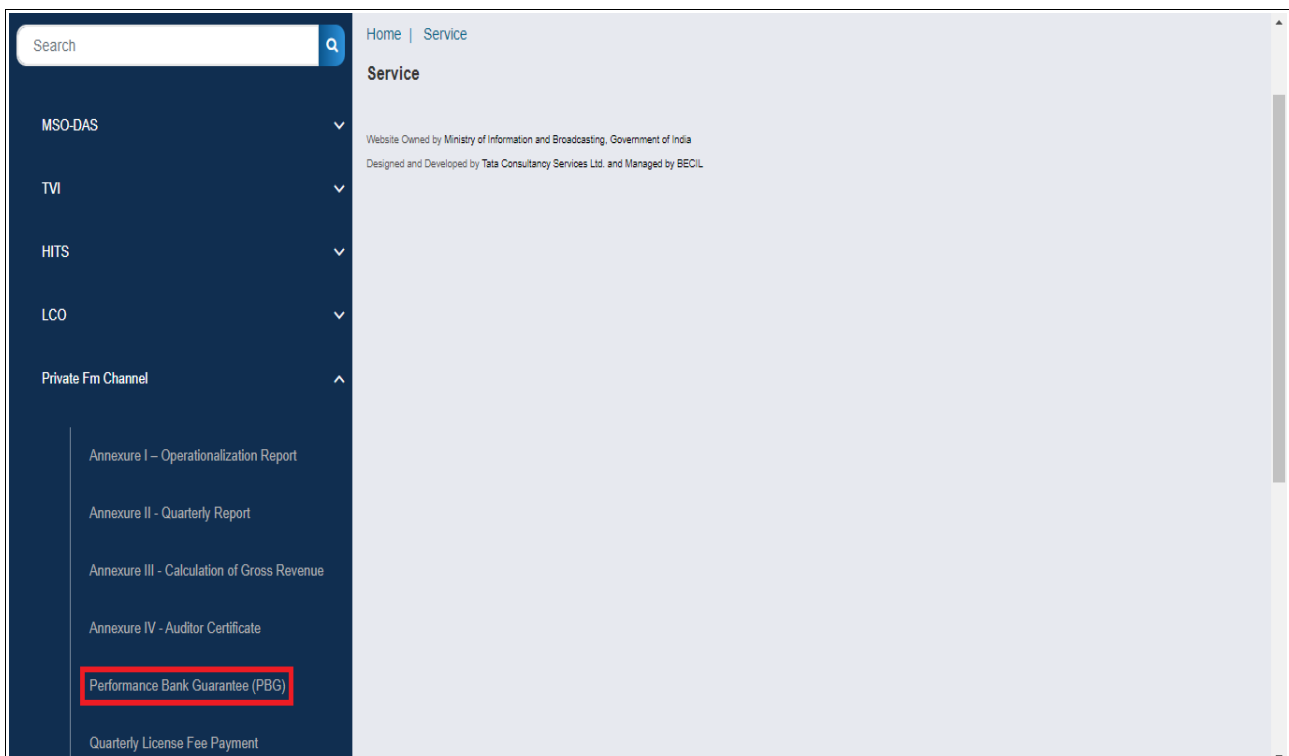
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(View Role) | [View Profile](#) | [User Manual](#) | [Logout](#)

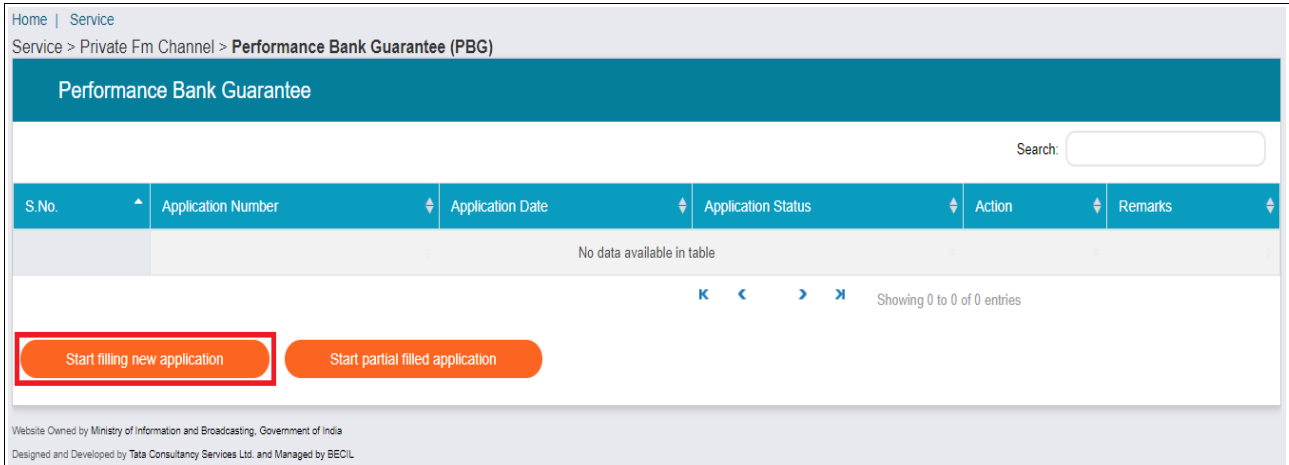
Home | **Services**

Website Owned by Ministry of Information and Broadcasting, Government of India
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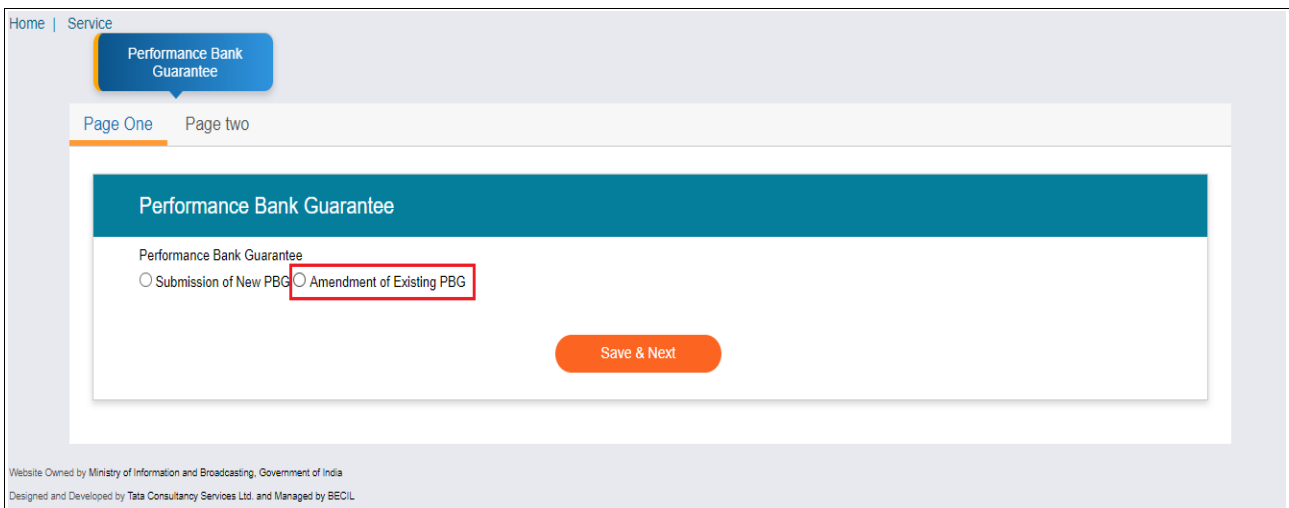
4. Click 'Performance Bank Guarantee (PBG)' i.e. required service name under 'Private FM Channels' module in service pane, or enter the same in service search bar on top.



- 5. Grid screen for the required, selected service is displayed as under. Click 'Start filling new application'.



- 6. Click the required service.
 - a. For a new PBG, click 'Submission of New PBG'.
 - b. For revision in a submitted PBG, click 'Amendment of Existing PBG'.



7. Click 'Save & Next' button to view the required service screen.

Home | Services

Performance Bank Guarantee

Page One Page two

Performance Bank Guarantee

Performance Bank Guarantee

Permission Holder (Company) *

Chanchal

Zone * State * City * Category of City *

--Please select-- --Please select-- --Please select-- --Please select--

Frequency * Channel ID

--Please select-- Channel ID

Performance Bank Guarantee

PBG number *

--Please select--

Date of Issue * PBG amount * PBG Valid Upto * Claim Date Upto *

Date of Issue PBG amount PBG Valid Upto Claim Date Upto

Bank of issuing PBG * IFSC Code *

Bank of issuing PBG IFSC Code

Email ID of bank *

Email ID of bank

Copy of PBG *

Choose File No File Uploaded

copy of pbg document*

(Max Size:40 MB | Allowed Type:pdf | Max Files:1)

Add Reset

Format of PBG for Reference

PBG number	Date of Issue	PBG amount	PBG Valid Upto	Claim Date Upto	Bank of issuing PBG	IFSC Code	Email ID of bank	Copy of PBG	Action
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(* marked fields are MANDATORY to fill)

Back Previous Save as Draft Submit Preview

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- 8. Select values of 'Zone', 'State', 'City', 'Category of City' and 'Frequency'. NOTEF/ NOTMF and Channel ID values are auto-populated upon channel frequency selection.
- 9. Update existing Performance Bank Guarantee (PBG) details.
 - a. Select PBG number which needs to be revised. Details are auto-populated.

- b. Provide updated PBG amount, date of issue, PBG valid upto and claim date upto.
 - c. Bank details remain same i.e. bank of issuing PBG, IFSC code and email ID of bank.
 - d. Click to download 'Format of PBG for Reference' as required for sample copy of agreement with bank.
 - e. Upload scanned copy of agreement with bank by clicking 'Choose File' button.
 - f. Click 'Add' button to save the entered details of PBG which would then be added in tabular grid form towards the last.
- Repeat above steps to revise details of another PBG.

The screenshot shows a web form titled "Performance Bank Guarantee". The form contains several input fields and buttons. Red boxes highlight the following elements:

- PBG number ***: A dropdown menu.
- Date of Issue ***: A date picker icon.
- PBG amount ***: A text input field.
- PBG Valid Upto ***: A date picker icon.
- Claim Date Upto ***: A date picker icon.
- Bank of issuing PBG ***: A text input field.
- IFSC Code ***: A text input field.
- Email ID of bank ***: A text input field.
- Copy of PBG ***: A file upload area with a "Choose File" button and the text "No File Uploaded", "copy of pbg document*", and "(Max Size:40 MB | Allowed Type:pdf | Max Files:1)".
- Add**: A button at the bottom center.
- Reset**: A button at the bottom right.

10. Click 'View' button under action column of table to verify entered details and take a preview of the same by clicking 'Preview' button. Click 'Print Preview' to download the same in PDF format and click 'Close Preview' to return to form.

- Click 'Edit' to change the entered details if required and click 'Update' to confirm the change(s).
- Click 'Delete' button for a PBG row to delete the corresponding PBG.

Add
Reset

Format of PBG for Reference

PBG number	Date of Issue	PBG amount	PBG Valid Upto	Claim Date Upto	Bank of issuing PBG	IFSC Code	Email ID of bank	Copy of PBG	Action
								View	View / Edit / Delete

(* marked fields are MANDATORY to fill)

Back
Previous
Save as Draft
Submit
Preview

Performance Bank Guarantee

PBG Number *

Date of Issue *

PBG amount *

PBG Valid Upto *

Claim Date Upto *

Bank of issuing PBG *

IFSC Code *

Email ID of bank *

Copy of PBG *
 copy of pbg document
.pdf

PBG number	Date of Issue	PBG amount	PBG Valid Upto	Claim Date Upto	Bank of issuing PBG	IFSC Code	Email ID of bank	Copy of PBG	Action
								View	View / Edit / Delete

(* marked fields are MANDATORY to fill)

Close Preview
Print Preview

- Verify all details with Total Required PBG amount = {annual license fee - valid PBG amount} INR entered, and click 'Submit' button to provide the same to Ministry. A confirmation prompt message is displayed as shown below. Click 'OK' button to confirm submission to Ministry. Click 'Cancel' button to return to form and only if details need to be verified.


(Max Size:40 MB | Allowed Type:PDF | Max Files:1)

Are you sure you want to submit this application?


PBG number	Date of Issue	PBG amount	PBG Valid Upto	Claim Date Upto	Bank of issuing PBG	IFSC Code	Email ID of bank	Copy of PBG	Action
								View	View / Edit / Delete

(* marked fields are MANDATORY to fill)


- Following successful submission is displayed. Click 'OK' button to view the application grid with application number and its status as 'Submitted'.



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Home | Services



Performance Bank Guarantee (PBG) of amount INR for Channel Frequency is successfully submitted with application number 2022-23/FM/PBG/13072022/0000116815 to FM Cell, Ministry of Information & Broadcasting on . Please know that the Ministry does not confirm the veracity of information provided.

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Performance Bank Guarantee

Search:

S.No.	Application Number	Application Date	Application Status	Action	Remarks
1	2022-23/FM/PBG/13072022/0000116815	13-Jul-2022	Submitted		--
2	2022-23/FM/PBG/11022022/0000113009	11-Feb-2022	Re-Submitted		--
3	2022-23/FM/PBG/11022022/0000113007	11-Feb-2022	Approved		--
4	2022-23/FM/PBG/21012022/0000112160	21-Jan-2022	Re-Submitted		--
5	2021-22/FM/PBG/27122021/0000111316	27-Dec-2021	Re-Submitted		--
6	2021-22/FM/PBG/23122021/0000111129	23-Dec-2021	Re-Submitted		--
7	2021-22/FM/PBG/0000110263	24-Nov-2021	Submitted		--
8	2021-22/FM/PBG/0000110260	24-Nov-2021	Submitted		--

K < 1 > X Showing 1 to 8 of 8 items

[Start filling new application](#) [Start partial filled application](#)

Service > Private Fm Channel > Performance Bank Guarantee (PBG)

Performance Bank Guarantee

Search:

S.No.	Application Number	Application Date	Application Status	Action	Remarks
1	2021-22/FM/PBG/0000103126	05-Dec-2021	Sent Back to Applicant	Send Back to BO	claim date is too near, please provide at least till second quarter of next year. sending back for update

Showing 1 to 1 of 1 items

Start filling new application Start partial filled application

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- In case the application is in sent back status, view remarks provided by Ministry and click 'Send back to BO' under Action column to view the form in editable mode.
- Revise and complete the form by doing the needful as per remarks by clicking 'Edit' button for the PBG record row to be updated, update details, upload revised scanned copy of PBG and click 'Update' button. Click 'Submit' button and confirm submission by clicking 'OK' button. Once confirmed, successful update message is displayed with application status as 'Re-submitted'.

cBANK.chaba@tcs.com

Copy of PBG *

Choose File Annexure I - demo.pdf X

copy of pbg document
(Max Size:40 MB | Allowed Type:PDF | Max Files:1)

Update Reset

Format of PBG for Reference

PBG number	Date of Issue	PBG amount	PBG Valid Upto	Claim Date Upto	Bank of issuing PBG	IFSC Code	Email ID of bank	Copy of PBG	Action
8767	29/11/2021	550000	29/11/2021	14/12/2021	hgh	76fhgf	c.chaba@tcs.com	View	View / Edit / Delete

(* marked fields are MANDATORY to fill)

Back Previous Save as Draft Submit Preview

- Once accepted by Ministry, application status shall be visible as 'Approved' in the application grid.