



# GUIDE FOR LICENCE APPLICATIONS

ANNEX I

## GUIDE FOR LICENCE APPLICATIONS

### INTRODUCTION

This Guide has been drawn up to aid both those interested in applying for a licence and those who wish to register new services; it also includes a chapter containing the most important provisions.

This Guide also provides for: I) the way in which the documents should be submitted to the agency, II) models of the affidavits required by point 9.1. of the Licence Regulations, III) the points that should be included in the description of the Technical Plan, according to the type of service to be registered, IV) the documents that the applicant must submit both in the case of a physical person or legal entity, including the assumption of a foreign company having been provided for and V) the means of payment of the cost of applying for the licence.

The regulations provide for the licensing of a single licence which authorizes the provider to provide the public any telecommunications services, fixed or mobile, wired or wireless, domestic or international, with or without their own infrastructure.

The granting of a licence is regardless of the technology or the means required for the provision of the services, and an open regime has been adopted, which is non-discriminatory, with a transparent awarding procedure – as requested – based on the compliance of document and information requirements.

With the aim of assisting interested parties regarding the contents of this Guide, as well as the Licence Regulations for Telecommunications Services, the following e-mail addresses of the professionals in charge of the intervening areas are included.



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- ◆ General Affairs: Available at ENACOM's website,  
[http://www.enacom.gob.ar/contacto\\_c1](http://www.enacom.gob.ar/contacto_c1), option Espectro  
Radioeléctrico (CAUER) [Option: Radio Spectrum CAUER]
- ◆ Technical/legal/economic affairs: Available at ENACOM's website  
[http://www.enacom.gob.ar/contacto\\_c1](http://www.enacom.gob.ar/contacto_c1), option Licencias de  
Telecomunicaciones [Telecommunications Licenses]



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## CHAPTER I - SUBMITTAL OF APPLICATION

### APPLICATION FOR SINGLE LICENCE FOR TELECOMMUNICATIONS SERVICES - DECREE 764/2000

#### **General Guidelines for the submittal**

1. In order to file for a licence, applicants must submit, either personally or by post, the documents and information as provided in the Licence Regulations for Telecommunications Services, adopted by Decree N° 764/2000 and according to the guidelines indicated in this Guide.

2. The offices are located at Perú 103, First Floor, Zip Code 1067, Autonomous City of Buenos Aires (Federal Capital of the Argentine Republic), Enacom, where applicants will be received by staff of this Commission to assist them with the licence application proceedings.

3. In order to start the proceedings, applicants must pay the amount of 5,000 (FIVE THOUSAND) pesos, pursuant to the modality described in Chapter V of this Guide.

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## **Submittal modality**

*ALL DOCUMENTS MUST BE SUBMITTED IN THREE (3) DIFFERENT FOLDERS:*

LEGAL FOLDER: This folder shall contain the documents and/or information indicated in the following sections of the Licence Regulations: i) Section 9.1. (a); ii) Section 9.1. (b); iii) Section 9.1. (c); iv) Section 9.1. (d) – if relevant –; v) Section 9.1. (e); vi) Section 9.1. (f) and Section 9.1. (g).

TECHNICAL FOLDER: This folder shall contain the documents and/or information indicated in the following sections of the Licence Regulations: i) Section 9.2. (a); ii) Section 9.2. (b), iii) Section 9.2. (c) and iv) aspects corresponding to Section 9.2. (e).

ECONOMIC FOLDER: This folder shall contain the documents and/or information indicated in the following sections of the Licence Regulations: i) Section 9.2. (d); ii) Section 9.2. (e).

The submittal shall include an index respecting the following order:

Application form for Single Licence and Registration of Service/s  
Applicant's Information (Form F2)  
Legal Folder  
Technical Folder  
Economic Folder



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### IMPORTANT

- If the documents attached are certified by a notary public who is not registered at the Council of Notaries Public of the Autonomous City of Buenos Aires, the notary's signature shall be duly certified by the Council of Notaries Public in which this person is registered.
- Documents submitted in a foreign language shall be submitted with a translation by a certified translator accompanied by the corresponding certification of the signature by the Certified Public Translators' Professional Association (pursuant to section 28 of the regulations of National Act for Administrative Proceedings).
- Applicants shall establish residence determined for special legal purposes within the urban range of the Autonomous City of Buenos Aires pursuant to section 19 of the Administrative Proceedings Regulations, Decree N° 1759/72, as well as give notice of the actual domicile
- All notices served at the applicant's residence determined for special legal purposes shall be deemed valid.
- The domicile established by the applicant shall produce all its effects without the need of further actions and shall subsist as long as the applicant does not establish a different one.
- Wrongful or lack of submittal of any of the abovementioned shall produce an observation in the corresponding report; this shall have to be solved by the applicant before continuing with the application or registration procedure since any observation implies a delay in such procedures. (Section 5.3 of the)
- The Applicant's Information Form can be requested at the CAUER (Customer Service for Radio Spectrum Users) or downloaded from [http://www.enacom.gob.ar/problemas-de-interferencias\\_p114](http://www.enacom.gob.ar/problemas-de-interferencias_p114),

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## CHAPTER II - MAIN PROVISIONS

### ACCORDING TO THE LICENCE REGULATIONS FOR TELECOMMUNICATIONS SERVICES (ANNEX I – DECREE 764/00)

#### General Principles- Section 4

“4.1. Licences shall be granted without a time limit, on demand and as regulated, prior fulfilment of the requirements established by these Regulations and they authorize the provision to the public of any type of telecommunications services, fixed or mobile, wired or wireless, domestic or international, with or without own infrastructure.

4.2. The licences granted shall be valid throughout the whole of the Argentine Nation.

4.3. The granting of a licence is regardless of the availability and allocation of the means required for the service provision. If a service requires the use of radio spectrum frequencies, the licence does not presuppose the national state's obligation to guarantee their availability. The authorization and/or the permit to make use of radio spectrum frequencies must be applied for before the enforcement agency in accordance with the terms and conditions established in the general regulations for the administration, management and control of the radio spectrum in force and other applicable rules.

4.4. Service provision is regardless of the technology or means used to offer them. The Service Provider shall be able to freely choose the technology and network architecture he considers the most appropriate for the efficient provision of service.

4.6. Broadcasting service providers shall be able to submit an application for a licence to the Enforcement Agency under the terms of these Regulations.



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4.8. Providers will be able to start providing telecommunications services once these have been registered.”

### **Single Telecommunications Services Licence – Section 5**

“A single licence is established for the provision of telecommunications services, with the following characteristics:

5.1. Single Telecommunications Services Licence: authorizes the provision of any telecommunications services to the public, be they fixed or mobile, wired or wireless, domestic or international, with or without own infrastructure.<sup>1</sup>

5.2. If the provision of the telecommunications service to the public requires the use of radio spectrum frequencies as a constituent element of the service to be provided, the Service Provider shall file, before the Enforcement Agency, for the corresponding authorization and/or permit to use the radio spectrum frequencies, in accordance with the provisions of the General Regulations for the Administration, Management and Control of the Radio Spectrum in force and other applicable rules.

5.3. If, in the future, the Service Provider decides to provide a new telecommunications service, different from the one originally reported, he must notify the Enforcement Agency about this decision at least THIRTY (30) days in advance of the date he plans to start the service. This submittal shall contain the information indicated in section 9.2 of these Regulations. Within TWENTY (20) days of submittal, the Enforcement Agency, through the Control Authority, may require from the Service Provider any additional information or explanations that may be necessary. Once the application has been filed, the Enforcement Agency will proceed to register the new service.

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<sup>1</sup> The granting of a single licence for the provision of telecommunication services authorizes the licensee to provide the services reported that have been previously registered, in accordance with the provisions of Section 6.1 and other related provisions (transcribed ahead).

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5.4. The Enforcement Agency shall keep a register of the services that each Service Provider offers, which shall be published on its institutional Internet page.”

### **Granting of the Licence - Section 6**

“6.1 The Enforcement Agency shall issue the licence once the applicant has submitted all the information and/or documents indicated in section 9 of these Regulations, registering the services to be provided.

6.2. The Enforcement Agency shall issue its decision, regarding the licence application, within a time period of SIXTY (60) days as from the date the application was filed by the applicant, except where the Enforcement Agency requires the applicant additional explanatory and/or supplementary information and/or documents under the terms of section 5.3. of these regulations, in which case, the term indicated previously shall be counted as from the date of submittal of the requested information and/or documents.

6.3. The Enforcement Agency will communicate the reasons for denying the licence.”

### **Corporate Purpose – Section 9.4.**

“The company applying for the licence is not required to have the exclusive corporate purpose of providing telecommunication services.”<sup>2</sup>

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<sup>2</sup> The corporate purpose could be – in accordance with the provisions of Act N° 19.550 – single or multiple. In both cases, it shall include the provision of telecommunications services.



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## CHAPTER III - REQUIREMENTS FOR OBTAINING A SINGLE LICENCE FOR TELECOMMUNICATIONS SERVICES

### LEGAL FOLDER

Section 9.1. (a), (b), (c), (d), (e), (f), (g)

#### Legal Capacity – Section 9.1. (a)

Legal capacity may be proved by one of the following options, which the applicant may choose:

**In any kind of company** (Corporation, Limited Liability Company, etc.): the bylaws or articles of incorporation, duly certified by Notary Public and registered at the Public Commercial Registry, establishing the signatory's appointment and his sufficient authority to file the application, or

**In any kind of company:** an instrument (power of attorney) duly certified by Notary Public, establishing the appointment of the signatory (legal representative) and his sufficient authority to file the application, or

**In the case of Corporations:** minutes of the shareholders' or board meeting, duly certified by Notary Public, and registered at the Public Commercial Registry establishing the signatory's appointment and his sufficient authority to file the application, or

**In the case of Limited Liability Companies:** corporate minutes, duly certified by Notary Public, and registered at the Public Commercial Registry establishing the signatory's appointment and his sufficient authority to file the application.

#### IMPORTANT

- During the application proceedings, only the requests submitted by those who can prove legal capacity shall be granted..

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## **Legal Entities - Section 9.1. (b)**

### COMPANIES ESTABLISHED UNDER THE LAWS OF THE ARGENTINE REPUBLIC

In compliance with the aforementioned section, applicants shall submit the following documents:

Copy certified by Notary Public of the articles of incorporation, the bylaws or partnership agreements and all their modifications, with their respective evidence of registration at the Public Commercial Registry.

Single copy of the designation of the Tax Identification Number (CUIT) and a copy of the registration at the “Administración Federal de Ingresos Públicos (AFIP)” (Federal Administration of Public Revenue).

Updated list of company authorities. (Note: This list of personnel shall consist of the names and positions of the company authorities – Directors in the case of Corporations and Managers in the case of the Limited Liability Companies).

Duly certified and registered copy (pursuant to section 27 of the RLNPA – (National Act for Administrative Proceedings Regulations) of the instruments that prove the appointment of the authorities listed. (Note: In the cases in which these instruments were the same as the ones submitted in compliance with the provisions of section 9.1 (a), it will not be necessary to submit them again).

Balance sheet or financial statement up to the last financial year certified by chartered certified accountant, whose signature has been authenticated by the corresponding Professional Association for Chartered Certified Accountants. In the case of companies whose period of existence is less than a fiscal year, they shall submit a certified financial statement, with the same procedures as those provided for balance sheets.

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## **Legal Entities, Foreign Companies - Section 9.1. (c)**

### *COMPANIES ESTABLISHED OVERSEAS*

“Section 118 Act N° 19.550. - The company incorporated overseas is governed by the laws of the place where it was incorporated regarding its existence and proceeding.

Isolated Business Acts.

It is authorized to carry out isolated business acts in the country and to litigate.

Habitual practice

In order to habitually carry out business acts comprised in its corporate purpose, to establish branch offices or any other kind of permanent representation, it shall:

- 1) Provide evidence of the company's existence in accordance with the laws of its country;
- 2) Establish domicile in the Argentine Republic complying with the publication and registration required by this Act for companies that are founded in the Republic;
- 3) Justify the decision to create such a representation and appoint a person who will be in charge of it;

In the case of a branch office, the capital that will be assigned to it shall be determined, when pertinent according to special acts.”

Consequently, foreign companies must submit to Enacom:

Instrument proving legal capacity of the one signing the submittal duly certified and registered.

A copy of the articles of incorporation, bylaws or partnership agreements and their modifications<sup>3</sup> certified by Notary Public, with its corresponding proof of registration at the “Inspección General de Justicia (IGJ)” (Inspection Board of

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<sup>3</sup> If the mentioned documents are worded in a foreign language, they shall be submitted with their corresponding translation by a certified translator whose signature must be duly certified by the corresponding Professionals' Association.

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Corporations and Legal Entities) according to the provisions of section 118 of Act N° 19.550.

Single copy of the proof of the Tax Identification Number (CUIT) assigned and a copy of the registration at the “Administración Federal de Ingresos Públicos (AFIP)” (Federal Administration of Public Revenue).

Updated list of the company authorities. (Note: This list shall contain the names and positions of the company authorities).

- 1) A copy, under affidavit of its authenticity, of the instruments<sup>3</sup> that demonstrate the appointment of the authorities on the list. (Note: In the cases in which these instruments are the same as those submitted in compliance with the provisions of section 9.1. (a), it will not be necessary to submit them again under affidavit of their authenticity).
- 2) Audited balance sheet or audited financial statement<sup>4</sup>, relative to the last fiscal year. In the case of companies whose existence is of less than a fiscal year, they shall submit a financial statement. These documents shall be certified, if applicable: a) by the consular or diplomatic agents of the Argentine Republic, whose signatures shall in turn be certified by the Argentine Ministry of Foreign Relations and Worship; or b) by the mechanism provided for in the 1961 Hague Convention (Apostille).

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<sup>4</sup> If the mentioned documents are worded in a foreign language, they shall be submitted with their corresponding translation by a certified translator whose signature must be duly certified by the corresponding Professionals' Association.

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### **Natural Persons** - Section 9.1. (d)

In compliance with the aforementioned section, natural persons shall submit the following before Enacom:

- 1) Full surname and name;
- 2) Type and number of document;
- 3) Single copy of evidence of Tax Identification Number (CUIT) assignment and copy of registration at the “Administración Federal de Ingresos Públicos (AFIP)” (Federal Administration of Public Revenue).
- 4) Certified copy of registration at the Public Commercial Registry certified by Notary Public.
- 5) Asset statement signed and certified by a National Chartered Certified Accountant whose signature shall be certified by the corresponding Professional Association for Chartered Certified Accountants.
- 6) Legal domicile and notice of actual domicile.
- 7) Certificate issued by the “Registro Nacional de Reincidencia”<sup>5</sup> (National Registry of Recidivism) no older than NINETY (90) days running, as from the date of submittal.
- 8) The petitioner’s signature shall be certified by Notary Public and legalized by the corresponding Professional Association, except in the cases in which the certification was carried out by a Notary Public registered at Council of Notaries Public of the Autonomous City of Buenos Aires.

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<sup>5</sup> The Recidivism Certificate is obtained from the National Registry of Recidivism depending from the Ministry of Justice, Security and Human Rights.  
For further information, visit [www.dnrec.jus.gov.ar](http://www.dnrec.jus.gov.ar) or call 0800-666-0055

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## Model of Affidavit - Section 9.1. (e), (f), (g)

### Legal Entities

BUENOS AIRES,  
ENACOM

In my capacity as .....\* (**SEE NOTE**) of ..... (NAME OF THE COMPANY), I am addressing you in order to comply with the provisions of section 9.1. (e), (f) and (g) of Annex I, Decree N° 764/00. As such, I declare that, in the face of any event or incident that, either directly or indirectly, may arise or result, vis á vis the ENACOM, as a result of the actions of the entity I represent, as a Telecommunications Service Provider, these actions shall be subject to the jurisdiction of the Federal Administrative Courts situated in the Autonomous City of Buenos Aires, expressly waiving, by this act, the right to resort to any other courts or jurisdictions.

Also, I DECLARE UNDER OATH that I know all the rules and regulations regarding the telecommunication services legal frame and I commit myself to their compliance.

In such capacity, I commit myself UNDER OATH, to adopt all the security systems and procedures tending to safeguard the confidentiality of all communications made through the installations and equipment used to provide services, pursuant to the rules of good practice.

I remain,  
Sincerely yours,

**Pursuant to the provisions established in points f) and g) the signatures in these affidavits must be certified by a Notary Public.**

\* **Note:** The requirement of evidence of legal capacity shall be considered satisfied if the instrument submitted, duly certified by Notary Public, as established by the provisions of section 9.1. a) proves the legal capacity of the individual who signs the statement.

On the other hand, if the instrument submitted as established by section 9.1. a), does not demonstrate the legal capacity of the person who signs the statement, legal capacity shall be proved fulfilling one of the following options **which the applicant shall choose:**

- a) The signature in the statement must be certified by a National Notary Public, who must attest the capacity as legal representative or agent of the signatory applicant by having personally inspected the instruments of evidence which prove such capacity; or
- b) The applicant shall submit the instruments demonstrating his faculties, duly certified and registered by a Notary Public.





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## Natural Persons

BUENOS AIRES,  
ENACOM

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I am addressing you in order to comply with the provisions of section 9.1. (e), (f) and (g) of Annex I, Decree Nº 764/2000. I declare that, in the face of any event or incident that, either directly or indirectly, may arise or result, vis á vis the ENACOM, as a result of my actions as a Telecommunications Service Provider, I will submit myself to the jurisdiction of the Federal Administrative Courts situated in the Autonomous City of Buenos Aires, expressly waiving, by this act, the right to resort to any other courts or jurisdictions.

Also, I DECLARE UNDER OATH that I know all the rules and regulations regarding the telecommunication services legal frame and I commit myself to their compliance.

In such capacity, I commit myself UNDER OATH, to adopt all the security systems and procedures tending to safeguard the confidentiality of all communications made through the installations and equipment used to provide services, pursuant to the rules of good practice.

I remain,  
Sincerely yours\*,

**Pursuant to the provisions established in points f) and g) the signatures in these affidavits must be certified by a Notary Public.**

*\* **Note:** If the affidavits were submitted by the applicant's representative, legal capacity shall be deemed satisfied if the instrument submitted, duly certified by a Notary Public, as established by the provisions of section 9.1. a) proves the legal capacity of the person who signs the statement.*

*On the other hand, if the instrument submitted as established by section 9.1. a), does not demonstrate the legal capacity of the person who signs the statement, legal capacity shall be proved fulfilling one of the following options **which the applicant shall choose**:*

- a) The signature in the affidavit shall be certified by a National Notary Public who shall have to prove the applicant's capacity as representative after having seen the corresponding documents evidencing such capacity, or*
- b) All these documents shall be certified by the Notary Public.*



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## TECHNICAL FOLDER

### Information on the services to be provided – Section 9.2. (a), (b) and (c)

#### General Explanations.

Submittals shall be made, if possible, following the suggestions in the present Guide and developing all the points corresponding to each of the [services](#).

The Technical Plan shall be submitted by a registered engineer with technical competence in this matter attaching the corresponding Commissioning Certificate of Professional Task, certified by the Professional Council of Telecommunications, Electronics and Computer Engineering (COPITEC) [www.copitec.org.ar](http://www.copitec.org.ar). E-mail: [secretaria@copitec.org.ar](mailto:secretaria@copitec.org.ar).

All pages shall be signed by the responsible technical professional. This person's contact information, such as telephone number and/or email address shall also be included in case consultations on the submittal are necessary.

Reminder for services implemented using the radio spectrum, pursuant to section 4.3. of the Licence Regulations for Telecommunications Services.

*“4.3. The granting of licenses is regardless of the availability and allocation of the means required for service provision. If a service requires the use of radio spectrum frequencies the license does not presuppose the national state's obligation of guaranteeing its availability. Authorization and/or permit for the use of radio spectrum frequencies shall be filed before the Enforcement Agency pursuant to the terms and conditions provided for in the General Regulations for the Administration, Management and Control of the Radio Spectrum in force and other applicable rules”.*

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Applicants shall expressly state the requested service/s pursuant to the regulatory denomination. The following is a non restrictive list of the most usual services.

Acronym	Service denomination
STL	Local Telephony Service
STP	Public Telephony Service
STLDI	International Long-distance Telephony Service
STLDN	National Long-distance Telephony Service
STM	Mobile Telephony Service
STSR	Broadcasting Signals Transport Services
SVA	Value Added Service
SVC	Videoconferencing Service
STD	Data Transmission Service
SRT	Radio-Taxi Service
PCS	Personal Communications Service
SAP	Paging Service
SAVR	Alarm Service through Physical Link
SFMS	Mobile and Fixed Satellite Service
SFS	Fixed Satellite Service
SLV	Vehicle Location Service
SMM	Mobile Maritime Service
SMS	Mobile Satellite Service
SRC	Community Repeater Service
SRCE	Trunking Service
PROVE	Facilities Provider
STA	Audio Transport System
Other	Other



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Applicants may give more information on the service they intend to implement (technical specifications, background on the use in other countries) when deemed convenient.

When total or partial use of a network to deliver more than one service is intended, applicants must expressly inform which services are to be implemented with the network described in the Technical Plan; then indicate the equipment necessary for each service. This means that each service (categorized by Enacom) must be individualized with its network (own or shared with another service) and with its associated equipment.

### **Additional Submittals**

In all cases additional submittals in response to the observations or comments in the technical report shall have to be accompanied by a note stating that this replaces or supplements the original submittal containing an observation, taking into consideration the corresponding ratifications and corrections in order to verify the absence of contradictions with the revised information included in the file.

In cases in which the system described varies total o partially (whether it be due to differences in the equipment, configuration or access modality) or extensions in the coverage area are considered, or equipment extension stages, consistency with the corresponding investment plan must be taken into account by adjusting it to the new technical plan submitted.

Whether it is that the technical documents replace or supplement the technical plan, it shall be signed by the acting engineer. In case of deciding to replace the engineer who originally submitted the plan, a new Commissioning Certificate of Professional Task, certified by the Professional Council of Telecommunications, Electronics and Computer Engineering (COPITEC) shall be attached.

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## Consultations to the Technical Area

Reminder: The Technical Area does not provide direct attention to the public; therefore, meetings with this area's staff regarding the technical aspects of submittals for licence applications or the registration of new services shall have to be coordinated with them in advance at [http://www.enacom.gob.ar/contacto\\_c1](http://www.enacom.gob.ar/contacto_c1), option Tema: "Licencias de Telecomunicaciones", Subtema: "Carpeta Técnica" (Topic: Telecommunications License, Subtopic: Technical Folder).

## Special Considerations for each Service:

If applicants intend to register a service different from the ones detailed herein, the technical plan can be elaborated by analogy to such detailed services or they can consult the Technical Area.

- Local Telephony
- Long Distance Telephony
- Public Telephony
- Provision of Telecommunications Facilities to Providers
- Internet Access Added Value
- Added Value (Audiotext, Mass Calling, Alarm Service through Physical Link)
- Data Transmission, Videoconferencing and Broadcasting Signals Transport Services
- Radio Services
- Vehicle Location

## Local Telephony

A service description shall be included indicating in detail the technology to be used and all the precautions to be adopted in order to comply with the current regulations for the service such as the "Plan Fundamental de Numeración Nacional" (National

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Numbering Fundamental Plan) [Res. N° 46 SC/97], the “Plan Fundamental de Señalización” (Signalling Fundamental Plan) [Res. N° 47 SC/97], etc. Also, please indicate the marketing modality to be implemented and the quality of service planned to be offered to subscribers.

### **Minimum content of the technical plan.**

¾ Area where the service shall be provided during the first three years.

To set a limit of the area applicants can indicate the locality/ies to be covered or include a scale polygonal model in a map with geographical references.

¾ Subscribers' access network.

Description of the technology used (circuit or packet switching), if radio link (band, capacity, etc.) or physical link (copper pair, coaxial cable, fiber optics), etc.

If a radio access network is implemented, description of each Radio Base Station (RBS) indicating geographical coordinates, tower height, antenna characteristics, transmitter power, etc. and also whether such location is provisional or permanent.

If the network is formed by more than one node, please detail the links among them justifying their capacity.

¾ Network Operations Centre (NOC).

NOC domicile indicating whether it is provisional or permanent. Also, please describe the relevant switching and routing elements including their main technical features and specifications.

A block diagram of the functional connection of the equipment to be installed shall also be included.

¾ Number of subscribers.

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Please, detail the quarterly estimated number of subscribers distinguished by category (residential, professional, commercial, etc.) locality, access network, etc. for the initial period of three years.

¾ Calculation of the capacity of the interconnection link.

Please, indicate traffic expressed in miliErlang for each subscriber category and based on these figures and the number of subscribers, make the relevant calculations so as to determine the initial capacity of the interconnection link with the public telephone network and its eventual increase during the three initial years. Also, expressly indicate the loss or delay factor adopted for the calculations.

¾ Three-year work schedule for the project to be implemented.

Detail the schedule in such a way that task disaggregation allows understanding and follow-up of the work to be executed, both for the installation and the service start-up, and concatenation taking the registration of the service as the initial milestone and the moment from which regular supply of the service begins. Also, include extensions to be made within the three-year initial period. It is worth pointing out that the work schedule must be consistent with the information supplied in the business plan.

The regular supply of the service shall have to start within eighteen (18) months as from the granting of the corresponding registration.

¾ Investments and expenses.

Detail the unit costs for the acquisition of equipment, accessories and infrastructure (for example, towers, antennas, multi-pairs, fiber optics, etc.), their quantity and the corresponding installation and/or deployment expenses.

Also detail the quarterly expenses projected for network operation and maintenance, disaggregating installation and interconnection link expenses.

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## **National and International Long-distance Telephony**

A service description shall be included indicating in detail the technology to be used. Also, please indicate the marketing modality to be implemented and the quality of service planned to be offered to subscribers.

Minimum content of the technical plan.

$\frac{3}{4}$  Area where the service shall be provided during the first three years.

To set a limit of the area, applicants can indicate the locality/ies to be covered or include a scale polygonal model in a map with geographical references.

$\frac{3}{4}$  Subscribers' access network.

Please, indicate if subscribers shall have access to the Long-distance Telephone service through the applicant's own network or one belonging to third parties; describe the technology (circuit or packet switching), and if applicable, indicate if it uses radio link (band, capacity, etc.) or physical link (copper pair, coaxial cable, fiber optics), etc.

$\frac{3}{4}$  Transport Network.

Please, detail the backbone network/s to be implemented, their capacity, technology (circuit or packet switching), and if they will be physical or radio. Also detail the locations to be connected by own links, both nationally and internationally, as well as the point/s in which traffic to other providers shall be delivered.

In addition, please describe the relevant switching and routing elements including their main technical features and specifications.

A block diagram of the functional connection of the equipment to be installed shall also be included.

$\frac{3}{4}$  Traffic.



## GUIDE FOR LICENCE APPLICATIONS

Please, detail the quarterly estimated amount of traffic, expressed in Erlangs and distinguished by origin and destination.

¾ Calculation of the capacity of the interconnection links.

Based on the forecasted traffic, make the relevant calculations so as to determine the initial capacity of the totality of the interconnection links with the public telephone network and its eventual increase during the three initial years. Also, expressly indicate the loss or delay factor adopted for such calculations.

¾ Three-year work schedule for the project to be implemented.

Detail the schedule in such a way that task disaggregation allows understanding and follow-up of the work to be executed, both for the installation and the service start-up and concatenation, taking the registration of the service as the initial milestone and the moment from which regular supply of the service begins. Also, include extensions to be made within the three-year initial period. It is worth pointing out that the work schedule must be consistent with the information supplied in the business plan.

The regular supply of the service shall have to start within eighteen (18) months as from the granting of the corresponding registration.

¾ Investments and expenses.

Detail the unit costs for the acquisition of equipment, accessories and infrastructure (for example, towers, antennas, multi-pairs, fiber optics, etc.), their quantity and the corresponding installation and/or deployment expenses.

Also include the forecasted quarterly expenses for network operation and maintenance disaggregating the ones corresponding to installation and interconnection links subscription charges.

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## Public Telephony

A service description shall be included indicating whether the service shall be provided through the installation of payphones (public and/or semipublic) and/or own \***“locutorios”** or belonging to third parties. Indicate the quality of service intended to be offered to users.

Minimum content of the technical plan.

¾ Area where the service shall be provided during the first three years.

To set a limit of the area applicants can indicate the locality/ies to be covered or include a scale polygonal model in a map with geographical references.

¾ Users' access.

Describe the equipment to be installed such as payphones, semipublic telephones and/or locutorios (control system, charging system, telephone sets, etc.) their technical features and specifications indicating their quantity and separating them by type of phone (public or semipublic), locutorios ownership (own or belonging to third parties), locality, etc.

In case if choosing the option of locutorios with a centralized control and management system, describe and explain how it is linked to the locutorios.

¾ Traffic.

Please, detail the quarterly estimated amount of traffic per line, expressed in minutes and separated into local traffic and national & international long-distance traffic.

¾ Three-year work schedule for the project to be implemented.

Detail the schedule in such a way that task disaggregation allows understanding and follow-up of the work to be executed, both for the installation and the service start-up

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\* **Translator's Note:** **“Locutorio”**: Business premises where the following services are provided: urban, interurban & international network telephony, telex, fax ad integrated services. The term integrated networks includes the rendering of Internet services and network telephony in any of its variant forms or combinations.

## GUIDE FOR LICENCE APPLICATIONS

and concatenation, taking the registration of the service as the initial milestone and the moment from which regular supply of the service begins. Also, include extensions to be made within the three-year initial period. It is worth pointing out that the work schedule must be consistent with the information supplied in the business plan.

The regular supply of the service shall have to start within eighteen (18) months as from the granting of the corresponding registration.

$\frac{3}{4}$  Investments and expenses.

Detail the unit costs for the acquisition of equipment, accessories and infrastructure (for example, booths, furniture, etc.), their quantity and the corresponding installation expenses.

Also include the acquisition or leasing costs of the premises where the own **locutorios** shall be installed and the forecasted quarterly expenses for telephone and/or locutorio operations and maintenance; please also detail installation expenses and telephone lines subscription charges.

### **Provision of Telecommunications Facilities to Providers**

Include a service description of the facilities to be provided. Please, detail the quality parameters intended to be offered to providers who lease the facilities indicating at least their capacity, reliability and availability.

Also, detail the marketing modality (for example, flat rate or per traffic unit, dedicated or shared links, guaranteed capacity, etc.)

Minimum content of the technical plan.

$\frac{3}{4}$  Area where the service shall be provided during the first three years.

To set a limit of the area applicants can indicate the locality/ies to be covered or include a polygonal model in a map with geographical references

## GUIDE FOR LICENCE APPLICATIONS

### ¾ Providers' access.

Detail the switching and/or transport facilities to be provided as well as the dispersion networks, if applicable.

Describe the features and specifications of the accesses available for providers and the forecasted connection points for the first three years.

Please, include a general diagram of the network indicating its functionalities.

### ¾ Traffic.

Please, detail the quarterly estimated amount of traffic separated into origin and destination for the three-year initial period.

### ¾ Three-year work schedule for the project to be implemented.

Detail the schedule in such a way that task disaggregation allows understanding and follow-up of the work to be executed, both for the installation and the service start-up and concatenation, taking the registration of the service as the initial milestone and the moment from which regular supply of the service begins. Also, include extensions to be made within the three-year initial period. It is worth pointing out that the work schedule must be consistent with the information supplied in the business plan.

The regular supply of the service shall have to start within eighteen (18) months as from the granting of the corresponding registration.

### ¾ Investments and expenses.

Detail the unit costs for the acquisition of equipment, accessories and infrastructure (for example, towers, antennas, multi-pairs, fiber optics, etc.) their quantity and the corresponding installation and/or deployment expenses.

Also, detail the forecasted quarterly expenses for network operation and maintenance.

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## **Added Value – Internet Access**

Include a service description showing a detail of the technology to be used for the subscribers' access network. Please, indicate the marketing modality to be implemented and the quality of service intended to be offered to subscribers.

Minimum content of the technical plan.

$\frac{3}{4}$  Area where the service shall be provided during the first three years.

To set a limit of the area applicants can indicate the locality/ies to be covered or include a polygonal model in a map with geographical references

$\frac{3}{4}$  Subscribers' access network.

Describe if it is operated by radio link (band, capacity, etc.) or physical link (copper pair, coaxial cable, fiber optics); also if it uses a dedicated link or telephone dialling.

If implementing a radio access network, please describe each Radio Base Station (RBS) indicating its geographical coordinates, tower height, antenna features, transmitter power, etc.

$\frac{3}{4}$  Network Operations Centre (NOC).

NOC domicile indicating whether it is provisional or permanent. Also, please describe the relevant switching and routing elements including their main technical features and specifications.

A block diagram of the functional connection of the equipment to be installed shall also be included.

$\frac{3}{4}$  Number of subscribers.

Please, detail the quarterly estimated number of subscribers distinguished by speed, locality, access network, etc. for the initial period of three years.

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¾ Calculation of the capacity of the interconnection link.

Based on the speed and number of subscribers, make the relevant calculations so as to determine the initial capacity of the interconnection link with the higher hierarchy Internet service provider and its eventual increase during the three initial years. Also, justify the multiplexing factor adopted for such calculations.

¾ Three-year work schedule for the project to be implemented.

Detail the schedule in such a way that task disaggregation allows understanding and follow-up of the work to be executed, both for the installation and the service start-up and concatenation, taking the registration of the service as the initial milestone and the moment from which regular supply of the service begins. Also, include extensions to be made within the three-year initial period. It is worth pointing out that the work schedule must be consistent with the information supplied in the business plan.

The regular supply of the service shall have to start within eighteen (18) months as from the granting of the corresponding registration.

¾ Investments and expenses.

Detail the unit costs for the acquisition of equipment, accessories and infrastructure (for example, towers, antennas, coaxial, fiber optics, UTP, etc.) their quantity and the corresponding installation and/or deployment expenses.

Also, detail the forecasted quarterly expenses for network operation and maintenance disaggregating installation expenses and subscription charges for interconnection links.

# GUIDE FOR LICENCE APPLICATIONS

## **Added Value**

This point includes among others, the following services: Physical Link Alarm Service, Audiotext and Mass Calling. These services' distinctive feature is the use of the Public Switched Telephone Network to provide access to such services.

### Alarm Service through Physical Link.

Include a service description showing a detail of the technology to be used. Please, specify the risks to be covered by the alarm system and the procedures to follow for each type of event.

Minimum content of the technical plan.

$\frac{3}{4}$  Area where the service shall be provided during the first three years.

To set a limit of the area applicants can indicate the locality/ies to be covered or include a polygonal model in a map with geographical references.

$\frac{3}{4}$  Monitoring centre.

Indicate domicile and the equipment to be installed for alarm control and event management, including the main technical features and specifications. Please, detail the equipment needed on the part of the subscriber.

$\frac{3}{4}$  Number of subscribers.

Please, detail the quarterly estimated number of subscribers distinguished by locality, type of alarm, etc.

$\frac{3}{4}$  Traffic.

Please, detail and justify the number of telephone lines (and their eventual increase within the three-year initial period) destined both to the reception of events occurred to subscribers and the management of the events occurred.

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$\frac{3}{4}$  Three-year work schedule for the project to be implemented.

Detail the schedule in such a way that task disaggregation allows understanding and follow-up of the work to be executed, both for the installation and the service start-up and concatenation, taking the registration of the service as the initial milestone and the moment from which regular supply of the service begins. Also, include extensions to be made within the three-year initial period. It is worth pointing out that the work schedule must be consistent with the information supplied in the business plan.

The regular supply of the service shall have to start within eighteen (18) months as from the granting of the corresponding registration.

$\frac{3}{4}$  Investments and expenses.

Detail the unit costs for the acquisition of equipment, accessories and infrastructure, their quantity and the corresponding installation expenses.

Also, detail the forecasted quarterly expenses for the installation expenses and subscription charges of the telephone lines.

### Audiotext.

Include a service description showing a detail of the intelligent network platform to be used and the precautions to be taken to comply with the service regulations. Please, typify the audiotext services to be supplied.

Minimum content of the technical plan.

$\frac{3}{4}$  Server centre.

Indicate domicile and the equipment to be installed including the main technical features and specifications.

A block diagram of the functional connection of the equipment to be installed shall also be included.

$\frac{3}{4}$  Traffic.



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Please, detail the quarterly estimated amount of calls distinguished by type of service, duration, etc. for the three-year initial period. Also, detail and justify the number of E1 frames and their eventual increase for that same initial period.

$\frac{3}{4}$  Three-year work schedule for the project to be implemented.

Detail the schedule in such a way that task disaggregation allows understanding and follow-up of the work to be executed, both for the installation and the service start-up and concatenation taking the registration of the service as the initial milestone and the moment from which regular supply of the service begins. Also, include extensions to be made within the three-year initial period. It is worth pointing out that the work schedule must be consistent with the information supplied in the business plan.

The regular supply of the service shall have to start within eighteen (18) months as from the granting of the corresponding registration.

$\frac{3}{4}$  Investments and expenses.

Detail the unit costs for the acquisition of equipment, accessories and infrastructure, their quantity and the corresponding installation expenses.

Also, detail the forecasted quarterly expenses for frame installation expenses and subscription charges.

### Mass Calling

Include a service description showing a detail of the intelligent network platform to be used and the precautions to be taken to comply with the service regulations.

Minimum content of the technical plan.

$\frac{3}{4}$  Server centre.

Indicate domicile and the equipment to be installed including the main technical features and specifications.

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A block diagram of the functional connection of the equipment to be installed shall also be included.

### $\frac{3}{4}$ Traffic.

Please, detail the quarterly estimated amount of calls separated classified by type of service, duration, etc. for the three-year initial period. Also detail and justify the number of E1 frames and their eventual increase for that same initial period.

### $\frac{3}{4}$ Three-year work schedule for the project to be implemented.

Detail the schedule in such a way that task disaggregation allows understanding and follow-up of the work to be executed, both for the installation and the service start-up and concatenation, taking the registration of the service as the initial milestone and the moment from which regular supply of the service begins. Also, include extensions to be made within the three-year initial period. It is worth pointing out that the work schedule must be consistent with the information supplied in the business plan.

The regular supply of the service shall have to start within eighteen (18) months as from the granting of the corresponding registration.

### $\frac{3}{4}$ Investments and expenses.

Detail the unit costs for the acquisition of equipment, accessories and infrastructure, their quantity and the corresponding installation expenses.

Also, detail the forecasted quarterly expenses for frame installation expenses and subscription charges.

# GUIDE FOR LICENCE APPLICATIONS

## **Data Transmission, Videoconferencing and Broadcasting Signals Transport Services**

Below there is a description of Data Transmission, Videoconferencing and Broadcasting Signals Transport Services. These services' distinctive feature is the supply of point-to-point links and/or point-to-multipoint links.

### Data Transmission.

Include a service description showing a detail of the technology to be used. Please, indicate the marketing modality to be implemented (flat rate or per traffic unit) and the quality of service intended to be offered to subscribers. Also, detail the system to be implemented for network management and control.

Minimum content of the technical plan.

$\frac{3}{4}$  Area where the service shall be provided during the first three years.

To set a limit of the area applicants can indicate the locality/ies to be covered or include a polygonal model in a map with geographical references

$\frac{3}{4}$  Transport Network.

Please, detail the backbone network/s to be implemented, their capacity, technology (ATM, Frame Relay, IP packet, etc.) and whether they will be physical or radio. Also detail the locations to be connected by own links, both nationally and internationally, as well as whether the service shall be exclusively supplied through an own network or through connections to be established with other operators.

In addition, please describe the relevant switching and routing elements including their main technical features and specifications.

A block diagram of the functional connection of the equipment to be installed shall also be included.

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### $\frac{3}{4}$ Subscribers.

Please, detail the quarterly estimated number of subscribers classified by type of service (dedicated or shared link, symmetric or asymmetric) locality, access network, speed, etc. for the three-year initial period.

### $\frac{3}{4}$ Calculation of the capacity of the links.

Based on the forecasted traffic, make the relevant calculations so as to determine the initial capacity of the totality of the links, both intranet and extranet, and the eventual increase during the three-year initial period. Also, expressly indicate the multiplexing factor of the shared links adopted for the calculations.

### $\frac{3}{4}$ Three-year work schedule for the project to be implemented.

Detail the schedule in such a way that task disaggregation allows understanding and follow-up of the work to be executed both for the installation and the service start-up and concatenation taking the registration of the service as the initial milestone and the moment from which regular supply of the service begins. Also, include extensions to be made within the three-year initial period. It is worth pointing out that the work schedule must be consistent with the information supplied in the business plan.

The regular supply of the service shall have to start within eighteen (18) months as from the granting of the corresponding registration.

### $\frac{3}{4}$ Investments and expenses.

Detail the unit costs for the acquisition of equipment, accessories and infrastructure (for example, towers, antennas, coaxial, fiber optics, etc.), their quantity and the corresponding installation and/or deployment expenses.

Also, detail the quarterly expenses projected for network operation and maintenance, disaggregating installation expenses and the subscription charges for the interconnection links with other operators.

### Videoconferencing.

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Include a service description showing a detail of the technology to be used. Please, indicate the marketing modality to be implemented and the quality of service intended to be offered to subscribers. Also, detail the system to be implemented for network management and control.

Minimum content of the technical plan.

¾ Area where the service shall be provided during the first three years.

To set a limit of the area applicants can indicate the locality/ies to be covered or include a polygonal model in a map with geographical references.

¾ Rooms.

Please, indicate rooms' domicile and whether such location is permanent or provisional. Describe the equipment and accessories to be installed including their main technical features and specifications.

A block diagram of the functional connection of the equipment to be installed shall also be included.

¾ Transport Network.

Please, detail the link/s to be implemented, their capacity, technology and whether they will be physical or radio. Also, detail the locations to be connected by own links, both nationally and internationally, as well as whether the service shall be exclusively supplied through an own network or interconnections are to be established with other operators.

In addition, please describe the relevant switching and routing elements including their main technical features and specifications.

A block diagram of the functional connection of the equipment to be installed shall also be included.

¾ Users.

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Please, detail the quarterly estimated number of users classified by duration, localities involved, links, etc. for the three-year initial period.

### ¾ Calculation of the capacity of the links.

Based on the forecasted traffic, make the relevant calculations so as to determine the initial capacity of the totality of the links, both intranet and extranet and, if applicable, the eventual increase during the three-year initial period.

### ¾ Three-year work schedule for the project to be implemented

Detail the schedule in such a way that task disaggregation allows understanding and follow-up of the work to be executed both for the installation and the service start-up and concatenation taking the registration of the service as the initial milestone and the moment from which regular supply of the service begins. Also, include extensions to be made within the three-year initial period. It is worth pointing out that the work schedule must be consistent with the information supplied in the business plan.

The regular supply of the service shall have to start within eighteen (18) months as from the granting of the corresponding registration.

### ¾ Investments and expenses.

Detail the unit costs for the acquisition of equipment, accessories and infrastructure, their quantity and the corresponding installation and/or deployment expenses.

Include the acquisition or leasing costs of the premises in which the rooms shall be installed.

Also, detail the quarterly expenses projected for network operation and maintenance disaggregating installation expenses and the subscription charges for the interconnection links with other operators.

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## Broadcasting Signals Transport Services.

Include a service description showing a detail of the technology to be used. Please, indicate the marketing modality to be implemented and the quality of service intended to be offered to subscribers.

Minimum content of the technical plan.

¾ Area where the service shall be provided during the first three years.

To set a limit of the area applicants can indicate the locality/ies to be covered or include a polygonal model in a map with geographical references.

¾ Transport Network.

Please, detail the link/s to be implemented, their capacity, technology and whether they will be physical or radio. Also, detail the locations to be connected by own or leased links.

A block diagram of the functional connection of the equipment to be installed shall also be included.

¾ Subscribers.

Please, detail the quarterly estimated number of subscribers classified by type of signal to be transported (sound broadcasting or television) point of origin and destination, band width and type of link, etc.

¾ Calculation of the capacity of the links.

Based on the forecasted traffic, make the relevant calculations so as to determine the initial capacity of the totality of the links and the eventual increase during the three-year initial period.

¾ Three-year work schedule for the project to be implemented.

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Detail the schedule in such a way that task disaggregation allows understanding and follow-up of the work to be executed both for the installation and the service start-up and concatenation taking the registration of the service as the initial milestone and the moment from which regular supply of the service begins. Also, include extensions to be made within the three-year initial period. It is worth pointing out that the work schedule must be consistent with the information supplied in the business plan.

The regular supply of the service shall have to start within eighteen (18) months as from the granting of the corresponding registration.

$\frac{3}{4}$  Investments and expenses.

Detail the unit costs for the acquisition of equipment, accessories and infrastructure, their quantity and the corresponding installation and/or deployment expenses.

Also, detail the quarterly expenses projected for network operation and maintenance.

### **Radio Services**

Below you there is a description of Community Repeater Service, Radio-taxi Service, Personal Communication Services, Trunking Services and Alarm Services through Physical Link. These services' common feature is point-to-area network architecture.

Include a service description showing a detail of the technology to be used.

Please, indicate the marketing modality to be implemented and include a description of the equipment comprising the system. Traffic concentration stations' equipment and subscribers' equipment.

Minimum content of the technical plan.

$\frac{3}{4}$  Area where the service shall be provided during the first three years.



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To set a limit of the area applicants can indicate the locality/ies to be covered or include a polygonal model in a map with geographical references

$\frac{3}{4}$  Subscribers' access network.

Describe the technology, band, capacity, etc.

Describe each Radio Base Station (RBS) indicating geographical coordinates, tower height, antenna features, transmitter power, etc.

If the network is formed by more than one node, please detail the links among those nodes justifying their capacity.

$\frac{3}{4}$  Network Operations Centre (NOC).

NOC domicile indicating whether it is provisional or permanent. Also, please describe network management and control elements including their main technical features and specifications.

A block diagram of the functional connection of the equipment to be installed shall also be included.

$\frac{3}{4}$  Number of subscribers.

Please, detail the quarterly estimated number of subscribers for the three-year initial period.

$\frac{3}{4}$  Calculation of the capacity of the links.

Based on the bandwidth required to provide the service and the number of subscribers, make the relevant calculations so as to determine the initial capacity of the network including the links among the different Radio Base Stations (RBSs), if applicable, and their eventual increase during the three initial years. Also, justify the simultaneity factor adopted for the calculations.

$\frac{3}{4}$  Three-year work schedule for the project to be implemented.



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Detail the schedule in such a way that task disaggregation allows understanding and follow-up of the work to be executed both for the installation and the service start-up and concatenation taking the registration of the service as the initial milestone and the moment from which regular supply of the service begins. Also, include extensions to be made within the three-year initial period. It is worth pointing out that the work schedule must be consistent with the information supplied in the business plan.

The regular supply of the service shall have to start within eighteen (18) months as from the granting of the corresponding registration.

¾ Investments and expenses.

Detail the unit costs for the acquisition of equipment, accessories and infrastructure (for example, towers, antennas, etc.), their quantity and the corresponding installation expenses.

Also, detail the quarterly expenses projected for network operation and maintenance.

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## Vehicle Location Services

Include a service description showing a detail of the technology to be used and the description of the techniques used to determine position and data communication.

Please, indicate the marketing modality to be implemented and include a description of the equipment comprising the system. Base stations equipment and subscribers' equipment.

Minimum content of the technical plan.

¾ Area where the service shall be provided during the first three years.

To set a limit of the area applicants can indicate the locality/ies to be covered or include a scale polygonal model in a map with geographical references

¾ Network Structure.

Describe the technology, band, capacity, etc.

Describe each Base Station (BS) indicating geographical coordinates, tower height, antenna features, transmitter power, etc.

If the network is formed by more than one BS, please detail the links among the stations justifying their capacity.

¾ Network Operations Centre (NOC).

NOC domicile indicating whether it is provisional or permanent. Also, please describe network management and control elements including their main technical features and specifications.

A block diagram of the functional connection of the equipment to be installed shall also be included.



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### $\frac{3}{4}$ Number of subscribers.

Please, detail the quarterly estimated number of subscribers for the three-year initial period.

### $\frac{3}{4}$ Calculation of the capacity of the links.

Based on the bandwidth required to provide the service and the number of subscribers, make the relevant calculations so as to determine the initial capacity of the network including the links among the different RBSs, if applicable, and their eventual increase during the three-year initial period. Also, justify the simultaneity factor adopted for the calculations.

### $\frac{3}{4}$ Three-year work schedule for the project to be implemented.

Detail the schedule in such a way that task disaggregation allows understanding and follow-up of the work to be executed, both for the installation and the service start-up and concatenation, taking the registration of the service as the initial milestone and the moment from which regular supply of the service begins. Also, include extensions to be made within the three-year initial period. It is worth pointing out that the work schedule must be consistent with the information supplied in the business plan.

The regular supply of the service shall have to start within eighteen (18) months as from the granting of the corresponding registration.

### $\frac{3}{4}$ Investments and expenses.

Detail the unit costs for the acquisition of equipment, including the equipment to be installed in vehicles, accessories and infrastructure (for example, towers, antennas, etc.), their quantity and the corresponding installation expenses.

Also, detail the quarterly expenses projected for network operation and maintenance.

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## ECONOMIC FOLDER

### Section 9.2. (d) and (e)

#### Investment Plan

##### Point 9.2 (d) Investment Plan

Investments projected for the first three years must be reported with a minimum quarterly opening according to the time of acquisition of the equipment and the beginning of operation of such equipment (without considering the date of due payment).

The information shall be submitted in a Microsoft Excel spreadsheet, in hard copy and digital format (diskette, CD). The different columns shall have to reflect the execution of the projected investments made in equipment / installations during each quarter of the first three years, which shall also be grouped and specified according to geographical location or other criteria. All documents submitted must be signed by the applicant and the technical representative.

These investments must be specified as follows:

- Telecommunication equipment. This shall include an itemized description of such equipment and the estimated unit costs.
- Additional elements.
- Other additional infrastructures for telecommunications equipment.
- Acquisition and installation / connection of radio links/ radio and physical links and interconnections.

Other general investments (office, sales, furniture and fixtures, other installations, etc.)

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The projections of the Quarterly Operative Costs for the first three years shall also have to be reported:

- Network operation costs
- Network maintenance costs
- Rent and lease of radio links / radio and physical links / interconnection, broken down

In all cases make a brief reference to the source.

Point 9.2 (e) – Investment Plan – Consistency with the information on the economic resources – Rendering of Services Revenue – Cash flow Projections –

Applicants must report and justify the origin of the resources they shall allocate to funding the investments to be made and the mismatches of the initial operative funds that may occur.

When applicants have previously installed parts of the system or already have the necessary infrastructure either totally or partially, they must indicate so and prove it by means of a certification of the investments and acquisitions made – drawn up on the basis of the applicant's accounting documents- signed by a chartered certified accountant whose signature must be in turn certified by the corresponding professionals' association.

### **Revenue and Expenditure for the rendering of the services to be registered**

Applicants must report in detail the quarterly revenue estimations for the first three years indicating market projections and expected penetration, growth rates, evolution of the number of users or subscribers, prices of the different subscription concepts, and services to be rendered with their charging units, physical volume of sales according to the different access to user modalities (cards, different telephone services traffic expressed in minutes, etc.).

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Also, they must report in detail the quarterly expenditure estimations for the rendering of the requested services such as: expenditure on personnel, administration, marketing, taxes, etc.

### **Financial projection of revenue, expenditure and net position (cash flow)**

The information shall be submitted in a Microsoft Excel spreadsheet, in hard copy and digital format (diskette, CD). The columns shall reflect the detailed collection of the estimated revenue and the payment of the projected investments in equipment / installations and other expenses in each quarter of the first three years. A preparation model is included.

The spreadsheet must be prepared considering the following information (among other): individual projections of the rendering of services revenue; payments for: the investments reported in the respective plan, which have not been completely cancelled at the time of application, costs of radio link and radio and physical link lease, operation and maintenance, and the other costs and expenses for the rendering of services (personnel, administration, marketing, taxes, etc.) applicants shall incur in for the rendering of the services to be registered. Net and accrued financial position (quarterly).

The information shall be complemented with initial cash and cash equivalent balances, own contributions, contribution of funds made by third parties – shareholders, financial institutions, etc.-

In all cases applicants must prove the possibility to obtain the resources that will enable the realization of the project.

Investments already made and cancelled must also be reported in order to have a full scale of the total of the investments included in the corresponding plan.

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## **Consistency**

The possible realization of an investment project in telecommunications shall be analyzed by checking that the information is consistent with the investments and expenses to be made in order to realize the investments included in the submitted technical and investments plans, start up the project and effectively supply the requested services through the information arising from the economic documentation supplied by the applicant regarding own resources, third parties' resources projected to be obtained and future net revenue to be generated by the rendering of the service, as well as other economic information supplied by the applicant clearly showing the feasibility of the project to be faced.

This means the information supplied shall be deemed reasonable taking into account the type of service applicants intend to supply, the magnitude of the project, the technology to be used, the allocated resources and the areas where the service shall be supplied; these elements should evidence a more efficient long-term use of the allocated resources for the service.

## **Information on the economic resources**

### **Own resources:**

Information emerging from the applicant's latest financial statements or asset statement, on a date close to that of the application submittal, with the intervention of an economics professional and the certification of a professional performance control entity. If applicable, information shall be accompanied by Apostille or consular certification and translation into Spanish.

### **Third parties' resources projected to be obtained:**

#### **A) Funding provided by the applicant's investors, shareholders or third parties:**





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Submit a letter of intent stating the particular interest in providing financial support to the project with certified signature, and instrument proving the signatory's capacity and the corresponding economic and financial documents evidencing this investor's economic capacity to eventually provide financial support to the project, in the same conditions stipulated in the previous point.

### **B) Funding provided by equipment providers:**

Back up by means of a letter of intent from the equipment provider with certified signature, stating this person's interest in eventually providing such equipment, under the economic and financial conditions declared by the applicant and an instrument proving the signatory's capacity.

The information to be submitted by the applicant shall be minimal and essential to the effects of analyzing the feasibility to realize the project in question. If the documentation submitted is considered insufficient, or if it is not current due to reasons attributable to the applicant or reasons of public significance, the applicant shall be requested to extend the elements supplied and to adjust the technical plan submitted to the economic resources he possesses to support the project financially.

## GUIDE FOR LICENCE APPLICATIONS

Term	Moment 0	1 <sup>st</sup> year				2 <sup>nd</sup> year				3 <sup>rd</sup> year				TOTALS
Concept	Investments already made	1 <sup>st</sup> quarter	2 <sup>nd</sup> quarter	3 <sup>rd</sup> quarter	4 <sup>th</sup> quarter	1 <sup>st</sup> quarter	2 <sup>nd</sup> quarter	3 <sup>rd</sup> quarter	4 <sup>th</sup> quarter	1 <sup>st</sup> quarter	2 <sup>nd</sup> quarter	3 <sup>rd</sup> quarter	4 <sup>th</sup> quarter	TOTALS
Operative Revenue														
Service 1, detailed														
Service 2, detailed														
Service 3, detailed														
<b>Operative revenue total</b>														

### Expenses

#### Payment of telecommunication

#### equipment & infrastructure

Telecommunication equip/infrastructure

Additional elements for telec. equipment

Acquisition & installation /connection of radio links/radio & physical links and interconnections

#### Investment plan expenses subtotal

#### Operative expenses

Detailed network operation costs

Detailed radio link / radio & physical link / interconnection rent & lease

## GUIDE FOR LICENCE APPLICATIONS

Term Concept	Moment 0 Investment is already made	1 <sup>st</sup> year 1 <sup>st</sup> quarter	2 <sup>nd</sup> quarter	3 <sup>rd</sup> quarter	2 <sup>nd</sup> year 4 <sup>th</sup> quarter	1 <sup>st</sup> quarter	2 <sup>nd</sup> quarter	3 <sup>rd</sup> year 3 <sup>rd</sup> quarter	4 <sup>th</sup> quarter	1 <sup>st</sup> quarter	2 <sup>nd</sup> quarter	3 <sup>rd</sup> quarter	4 <sup>th</sup> quarter	TOTALS
Other detailed rendering of service expenses														
Detailed administration exp														
Detailed personnel expenses														
Detailed marketing expenses														
Financial expenses														
Detailed tax expenses														
Other detailed expenses														
<b>Operative Expenses subtotal</b>														
	Expenses Total													
Operative Cash flow														
<b>Contributions received</b>														
Applicant's own funds														
Shareholders' contributions														
Third parties' funds														
Financial loans														
<b>Return of contributions received</b>														
Shareholders' contributions														
Third parties' funds														
Financial loans														

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Quarter Cash flow														
Accrued Cash flow														

# GUIDE FOR LICENCE APPLICATIONS

## CHAPTER IV - REGISTRATION OF NEW SERVICES

### **Submittal of documents before the Enacom**

All applications must be filed at the offices situated in Perú 103, First Floor, Autonomous City of Buenos Aires – Enacom -where the applicant will be received by staff of this Commission in order to provide him assistance regarding the licence application procedures.

### **ALL THE DOCUMENTS SHALL BE SUBMITTED IN TWO (2) DIFFERENT FOLDERS:**

1. TECHNICAL FOLDER: This folder shall contain the documents and/or information indicated in the following sections of the Licence Regulations: i) Section 9.2. (a); ii) Section 9.2. (b) and iii) Section 9.2. (c).

2. ECONOMIC FOLDER: This folder shall contain the documents and/or information indicated in the following sections of the Licence Regulations: i) Section 9.2. (d); ii) Section 9.2. (e).

*Note: The legal capacity of the application's signatory shall have to be duly proved pursuant to the provisions in 9.1 a) for legal persons. In the case of natural persons, if the application were submitted by a representative, this person shall have to duly prove such capacity.*

## GUIDE FOR LICENCE APPLICATIONS

### **Registration of New Services by Licensees whose licences have been granted in accordance with Decree 764/2000**

“5.3. If, in the future, the Service Provider decides to provide a new telecommunications service, different from the originally reported one, he must notify the Enforcement Agency about this decision at least THIRTY (30) days in advance of the date he plans to start the service. This submittal shall contain the information indicated in section 9.2<sup>6</sup> of these Regulations. Within TWENTY (20) days of submittal, the Enforcement Agency, through the Control Authority, may require from the Service Provider any additional information or explanations that may be necessary. Once the application has been successfully filed, the Enforcement Agency will proceed to register the new service.

**Comments:** It is important to make clear that mere notification to the Enforcement Agency so as to start providing the new service is not enough. The provider shall only be able to start providing this new service once the administrative procedure authorizing him to do so has concluded.

### **Registration of New Services by Licensees who have held their Licence since before Decree 764/2000**

“17.2. Licensees whose licence was granted before Decree 764/2000, are authorized to provide telecommunications services, under the terms and conditions of section 5 and other provisions of these Regulations, and must abide by the procedures established for the provision of new telecommunications services, with the same temporary exception established in the preceding section.”

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<sup>6</sup> The procedure for fulfilling the requirements established in section 9.2. of the Licence Regulations is duly explained in Chapter III of this Guide.



## GUIDE FOR LICENCE APPLICATIONS

*Note: The procedures established for the provision of new services are indicated in section 5.3. of the Licence Regulations, which reads:*

*“5.3. If, in the future, the Service Provider decides to provide a new telecommunications service, different from the originally reported one, he must notify the Enforcement Agency about this decision at least THIRTY (30) days in advance of the date he plans to start the service. This submittal shall contain the information indicated in section 9.2 of these Regulations. Within TWENTY (20) days of submittal, the Enforcement Agency, through the Control Authority, may require from the Service Provider any additional information or explanations that may be necessary. Once the application has been filed, the Enforcement Agency will proceed to register the new service.”<sup>7</sup>*

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<sup>7</sup> The procedure for fulfilling the requirements established in section 9.2. of the Licence Regulations is duly explained in Chapter III of these Guide.

# GUIDE FOR LICENCE APPLICATIONS

## CHAPTER V - COST OF FILING A LICENCE APPLICATION

### COST OF FILING A LICENCE APPLICATION

#### Section 15.

Cost of filing licence applications

“15. Applicants filing for a telecommunications services licence, in order to initiate the proceedings for obtaining the licence, shall pay the Control Authority the sum of FIVE THOUSAND PESOS (\$5,000) to cover the costs of the filing proceedings, which will receive said sum on behalf and in the name of the Enforcement Agency.”\* (SEE NOTE)

**NOTE:** This payment may be made in the following ways:

- a) By cheque to be paid to the Treasury Area of the Enacom, Perú 103, 1<sup>st</sup> Floor, Autonomous City of Buenos Aires, from 10 am. to 2 pm. The cheque shall be written out to: ENACOM-5902/207 RECAUDADORA FF 12.
- b) By postal money order, written out to: ENACOM-5902/207 RECAUDADORA FF 12 which shall be delivered personally to the Treasury Area of the Enacom, Perú 103, 1<sup>st</sup> Floor, Autonomous City of Buenos Aires, from 11 am. to 4 pm or by postal mail addressed to: “Centro de Atención a Usuarios del Espectro Radioeléctrico, Perú 103, 1º Piso – (CP 1067) – Ciudad Autónoma de Buenos Aires”, accompanied by a note indicating the payment is in compliance with Section 15, Annex 1 of Decree 764/2000.