

Required Documents for Apply Tenders

S.No	Criteria	Qualification	Supporting Documents to be Uploaded
1.	Working Experience in Providing taxi to MNC Cab Aggregators/ Autonomous bodies/ Corporate Sector/ Banks/Insurance Companies.	Minimum experience of Five (06) months as on 31 May 2022	Copies of work Orders.
2.	Annual turnover during each of the three years ending 31 March 2022 2020-2021 2021-2022 2022-2023	Three works of the nature similar to Sr No 1 above of value not less than Rs 15 lakhs Or Two works of the nature similar to Sr No 1 above of value not less than Rs 10 lakhs Or One work of the nature similar to Sr No 1 above of value not less than Rs 07 lakhs	Copies of work Orders and proof of amount paid by the organisation to agency(copy income tax statement/ letter from the organisation mentioning the paid amount for services annually etc.
3.	Value of Works attended to as described.	Three works of the nature similar to Sr No 1 above of value not less than Rs 15 lakhs Or Two works of the nature similar to Sr No 1 above of value not less than Rs 10 lakhs Or One work of the nature similar to Sr No 1 above of value not less than Rs 07 lakhs	Copies of work Orders and proof of amount paid by the organisation to agency(copy income tax statement/ letter from the organisation mentioning the paid amount for services annually etc.

4.	Nature of Clients	At least one of the on-going working with MNC a Cab Aggregator Department/ Organisation/PSU/ Banks/Insurance Companies.	Copy of the work Order
5.	Own Office	Should have their own office within the areas of Chandigarh, Panchkula, Mohali (Tricity)	Copy of Telephone Bill / Rent Agreement, etc
6.	Should have minimum of 01 owned vehicle(Innova Crysta/ Swift Dzire/ Toyota Etios/ Ford Icon /Electric Vehicles/E-Rickshaw /Auto etc.) of commercial registration.	A minimum of 01 cars should preferably be Innova Crysta/ Honda City/ Skoda/ Toyota Camri, etc	Copies of RC of Vehicle registered on the name of tendering firm/agency.
7.	Legal Structure Private Limited/Public Limited, Partnership, Proprietorship		Copy of registration certificate firm or any other similar certificate.
8.	Per Month EMI Proof (If Applicable)		Copy of EMI
9.	Vehicle Maintenance Charges		Copy of Bill of Maintenance Charge