



REQUEST FOR PROPOSALS
HIRING OF GROUND TRANSPORTATION SERVICES

Form-A

COMPANY / FIRM PROFILE

Photograph of the
tenderer /
authorized
signatory

TITLE & REFERENCE NO. OF TENDER: _____

BID SUBMISSION DATE: _____

1. Name of Firm: _____

a. Full address of registered office with telephone & fax numbers, email address and website:

b. Full addresses of operating / branch offices with telephone & fax numbers:

i) _____

ii) _____

iii) _____

2. Type of Firm: _____
(Proprietorship / partnership or registered company / firm)

3. Name of Proprietor / Director of company / firm): _____

4. Addresses of existing clients of the firm with phone & fax numbers, number of vehicles provided and amount and duration of contracts:

i) _____

ii) _____

iii) _____

5. Additional information:

Date:

Signature of authorized person
Seal (Name, Designation)



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Form-B

TOTAL EXPERIENCE OVER LAST 05 YEARS

Overall experience of the firm for provisioning of outsource vehicle services (use 01 form for 01 contract/ work)

[Name of the bidding firm]

1. Name of the work/ services
2. Name of the client
3. Address and phone number of client
4. Contract period (From date/month/year to date/month/year)
5. No. of vehicles provided
6. No. of drivers provided
7. Approximate value of the contract per annum

Date:

Signature of authorized person
Seal (Name, Designation)



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Form-C

SPECIFIC EXPERIENCE OF THE FIRM

Specific experience for provisioning of 30 or more vehicles in a single contract during the last 05 years (use 01 form for 01 contract/ work).

[Name of the bidding firm]

1. Name of the work/ services
2. Name of the client
3. Address and phone number of client
4. Contract period (From date/month/year to date/month/year)
5. No. of vehicles provided
6. No. of drivers provided
7. Approximate value of the contract per annum

Date:

Signature of authorized person
Seal (Name, Designation)