

**GOVERNMENT OF TRIPURA
COMMISSIONERATE OF TRANSPORT
PARIVAHAN BHAWAN, AGARTALA, WEST TRIPURA**

No.F.21 (17)/JTC/MISC/2012/ 7545

Dated, Agartala, 13th March, 2024.

To
The State Information Officer
National Informatics Center
Agartala, West Tripura

Subject: - Request to upload “EXPRESSION OF INTEREST” (EOI) in the Transport Department Portal.

Sir,

With reference to the subject cited above, I am enclosing herewith **“EXPRESSION OF INTEREST” (EOI)** for uploading in the Transport Department Portal.

This is for favour of your kind information and doing the needful please.

Enclo- As stated.

Yours faithfully,



(Richard J. Lalnunkima)
Joint Transport Commissioner
Agartala, West Tripura

REQUEST FOR EXPRESSION OF INTEREST

FOR

**PARTNERSHIP FOR SETTING UP OF REGIONAL DRIVING
TRAINING CENTRE (RDTC)**

AT

GOMATI DISTRICT, TRIPURA.

TRANSPORT DEPARTMENT, GOVERNMENT OF TRIPURA

PARIBAHAN BHAVAN, AGARTALA, WEST TRIPURA-799001

EMAIL :- jtc.agt-tr@gov.in

LETTER OF INVITATION
TRANSPORT DEPARTMENT, GOVERNMENT OF TRIPURA
PARIBAHAN BHAVAN, AGARTALA, WEST TRIPURA-799001

Reference No. F.11 (4)-Trans/ 2021, dt. 14/11/2023.

Dear Sir/Madam

The Transport Department, Government of Tripura, is pleased to invite Expressions of Interest from interested agencies such as NGO/ Automobile Association/ Vehicle Manufactures' Association/ Autonomous Body/ Private Vehicle Manufacturers/ ITI etc. for a collaborative partnership in establishing a REGIONAL DRIVING TRAINING CENTRE (RRDTC) at Gomati District, Tripura.

The EOI Document containing the details of qualification criteria, submission requirement, brief objective & scope of work can be downloaded from the website: - <https://transport.tripura.gov.in>.

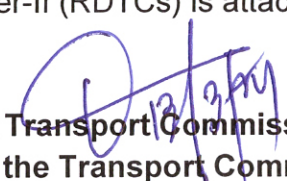
Further details, if any, may be obtained from the Joint Transport Commissioner, Office of the Transport Commissioner, Paribahan Bhavan, Agartala, Tripura, West during working hours.

We recognize the critical role that such a center can play in advancing road safety, enhancing driving skills, and contributing to overall transportation standards in Tripura.

You may submit your responses in sealed envelopes in prescribed Format-1 to the **Joint Transport Commissioner, Office of the Transport Commissioner, Paribahan Bhavan, Agartala, Tripura (W)** before end date.

Sl. No.	Critical Dates	Date	Time
1	Publishing date	13-03-2024	11.00 Hours
2	Document Download Start Date	14-03-2024	15.00 Hours
3	Bid Submission Start Date	18-03-2024	11.00 Hours
4	Bid Submission End Date	28-03-2024	17.00 Hours
5	Bid Opening Date	30-03-2024	11.00 Hours

N.B. The detailed general guideline for scheme for Tier-II (RDTCS) is attached herewith.


Joint Transport Commissioner,
Office of the Transport Commissioner,
Paribahan Bhavan, Agartala, Tripura(W)

Background:

The Centrally Sponsored Scheme (CSS) for setting up of RDTC as per scheme guidelines of TIER-II (RDTCs), REGIONAL DRIVING TRAINING CENTRE (RRDTC) can be set up and operate through partnership between State Government and Private Developer. A Driving Training Centre is a skill development facility comprising of physical infrastructure requiring Capital Expenditure (CAPEX) for creation and development of necessary infrastructure. The infrastructure will be in a form of land, building, driving testing tracks, vehicles, simulators, workshop, etc. The centre will require regular expenditure to carry its operations (OPEX) to manage its day-to-day operations and to provide for the manpower. The training programs will be compatible with the National Skill Qualification Framework (NSQF), notified by the Ministry of Skill Development and Entrepreneurship vide its Notification dated 27.12.2013.

Aims & Objective:

The proposed RDTC aims to be a center of excellence for driving training and education, catering to the needs of the local community and beyond. The center will focus on providing comprehensive and high-quality training programs for drivers of various vehicles, promoting responsible driving habits, and contributing to the overall improvement of road safety standards. Through this initiative, we aim to foster a culture of responsible driving, reduce road accidents, and elevate the overall competency of drivers in Tripura.

Scope of Work:

The Scope of Work for this RDTC (Regional Driving Training Centre) outlines the specific tasks, responsibilities, and deliverables associated with the establishment and operation of the training center.

The primary objective of this Scope of Work is to define the tasks and responsibilities required for the successful establishment and operation of the Driving Training Centre.

4.1. Project Initiation:

- a) Conduct a feasibility study to assess the need and demand for the RDTC in the region.
- b) Develop a detailed project plan, including timelines, milestones, and resource requirements.



- c) Obtain necessary approvals from relevant government authorities.
- d) Land for the Driving Training Centre shall be arranged by the Applicant Agency, which may be acquired on free-hold basis or on long lease for a period of at least 10 years, with inbuilt provisions for further extension of the lease period. The land should be free from all encumbrances.
- e) The Centre under the scheme must follow Standard Operating Procedure (SOP) i.e. Prescribed curriculum, Aadhaar based biometric attendance, qualified instructors, e-payment, real time evaluation, contract with logistics/aggregators for placement, online evaluation process.
- f) Annual audit to verify the utilization of the centre should be made mandatory.

4.2 Eligibility:

- i) Any entity such as a NGO/ Automobile Association/ Vehicle Manufacturers' Association/ Autonomous Body/ Private Vehicle Manufacturers/ ITI etc. i.e. any legal entity registered under a State or Central Government Law (hereinafter referred to as 'Agency') will be eligible to apply under the scheme. The other details are as under:-
 - (a) If the applicant agency is an NGO, then it must be registered on DARPAN Portal of NITI Aayog. While submitting the proposal, the applicant agency shall quote a system generated Unique ID in their proposal. No member of the consortium will be the member of another consortium constituted for the same purpose.
 - (b) The agency must show the financial capacity to implement and operate the project as per the DPR to the satisfaction of the Ministry.
 - (c) The agency should be able to show/establish experience or interest in the initiative.
- ii) The agency can also submit the application as a consortium, however, the number of members in any such consortium shall not be more than three. The applicant has to show its financial capacity to manage adequate resources to set up the project as per the DPR to the satisfaction of the Ministry.



4.3. Infrastructure Development:

- a) Design and construct dedicated driving tracks suitable for various types of vehicles.
- b) The capital component of the proposal may include modern equipment such as innovative driving test system(IDTS) using Radio Frequency Identification (RFID) tags or video recording, simulators for both the classes of vehicles (LMV and HMTV), computers and other modern aids facilities to enhance practical training.
- c) Two LMV/HMTV vehicles with dual control.
- d) Workshop along with exhibits.
- e) Toilets-separately for Men & Women
- f) Adequate staff resources in each category (Teaching staff, IT personnel, cleaning staff etc.)
- g) Any other, as may be required.

4.4. Financial Assistance:

The setting up of tier-IIT RDTC(s) is envisaged with financial support through private party. The Central Government will provide the financial support subject to the maximum of Rs. 5.50 Crore per centre (all inclusive) for the pilot phase thereafter the state has to implement the scheme its own post evaluation of the pilot project.

The land will be provided by the State Government. However the land could also be provided by the private party but the cost of the land will not be added towards project cost. The Cost of land development and Compound Wall for RDTC will be borne by the State Government or the Private Developer. Any additional requirement of fund will be met either by the State Government or Private Party. However, to make the proposed RDTC self sustainable, the Central Government shall make necessary amendments in CMVR to mandate the grant of new licenses from LMV to HMTV, renewal of HMTV licenses and refresher training only on certification from the RDTCs of the respective region (if RDTC exist). Funds shall be released as per the progress report, UC and recommendation of the Monitoring Agency, engaged for appraising the progress and recommendation for next installment based on the following milestones:-



Sl. No.	Milestone	Amount to be released
1.	Mobilization advance: After signing of MoU between State Govt. and the private developer, local clearances for the project, formation of society, hypothecation of land (if applicable), transfer of funds for land development and compound wall into the account of the society.	40% of the project cost
2.	After Land development, construction of the compound wall, 50% construction of Training Center, Test track and other amenities.	50% of the project cost
3.	After recommendation of the closure of the project by the monitoring agency:	10% of the project cost
Total		100%

In addition, the monitoring agency will be paid Rs. 5 lakh for technical and handholding support and monitoring of the project. It will also be releases in installments at the time of release of project cost in similar installments.

Further, in respect of RDTC sanctioned on the land owned by the private partner, the funds under the scheme will be transferred by the State Government to an account in the name of the society. The funds from this account will be utilised for the project only with joint signature of two members of the society out of which one will be member representative of the private partner and one member representative of the State Government.

Expenditure Advance Transfer (EAT) module of PFMS shall be used for expenditures on the project under the scheme.

4.5. Who can send the proposal:

Any agencies such as NGO/Automobile Associations/Vehicle Manufacturers' Association/Autonomous Body/Private Vehicle Manufacturers, ITI, authorized and recommended by the State Governments, in collaboration with the State and Central Government. The Central Government will give the preference to those agencies who submit the proposal for setting up of RDTC for women only. In such centres, training will be imparted by lady instructors and trainee will be women only.

4.6. Curriculum Development:

- a) Collaborate with experts to design comprehensive training programs.

- b) Develop modules covering theoretical and practical aspects of driving, road safety, and vehicle maintenance.
- c) Ensure alignment with national and regional driving standards.

4.7. Technology Integration:

- a) Implement driving simulators for practical training.
- b) Utilize technology for record-keeping, progress tracking, and assessment.

4.8. Training Staff Recruitment and Training:

- a) Recruit qualified and experienced driving instructors.
- b) Provide necessary training to instructors on the use of technology and adherence to curriculum guidelines.

4.7. Collaboration and Partnerships:

- a) Establish collaborations with automobile manufacturers for training vehicles and technical support.
- b) Form partnerships with NGOs for community outreach and awareness programs.
- c) Coordinate with local authorities for support and compliance.

4.8. Marketing and Outreach:

- a) Develop a marketing strategy to promote the RDTC and attract trainees.
- b) Conduct awareness campaigns in the local community.

4.9. Monitoring and Evaluation:

- a) Implement a system for continuous monitoring of training activities.
- b) Conduct regular evaluations of the effectiveness of training programs.

4.10. Reporting:

- a) Provide regular progress reports to stakeholders and relevant authorities.



- b) Highlight achievements, challenges, and proposed solutions.

4.11. Compliance and Quality Assurance

- a) Ensure compliance with all relevant regulations and standards.
- b) Implement a quality assurance program to maintain high training standards

4.12. Sustainability Plan:

- a) Develop a sustainability plan for the RDTC's long-term operation.
- b) Explore avenues for revenue generation, including fee structures and potential partnerships.

4.13. Handover and Training Transfer:

- a) Develop a comprehensive handover plan for the RDTC's operational phase.
- b) Provide training to relevant staff members for the seamless transition of responsibilities.

This generic scope of work can be tailored to the specific requirements and goals of RDTC project. Adjustments should be made based on the local context, regulations, and the scale of the center.

Validity of offer:

The offer for EOI as per this document shall be valid for a period of three (3) months initially which may be extended further if required by Transport Department.

Partnership Opportunities:

The Transport Department is seeking partnerships with automobile manufacturers, non-governmental organizations (NGOs), and other stakeholders interested in collaborating to make the RDTC project a success.

Qualification Criteria:



Interested organizations must fulfill the minimum pre-qualification criteria set herewith. Each eligible agency must submit the documents as per format for expression of interest.

Submission of Expression of Interest (EOI):

Interested entities shall submit their Expression of Interest in the prescribe Format -1 before last date and time, through e-mail: jtc.agt-tr@gov.in.

Interested entities would be also required to submit hard copy of proposal documents signed and stamped on all pages and would send to the below mentioned address during office hour :

Interested entities shall submit declaration as per Format-2



Joint Transport Commissioner,
Paribahan Bhavan, Agartala,
Tripura West.

8.3 The envelop should contain the heading of “RESPONSE TO EOI FOR PARTNERSHIP FOR SETTING UP OF REGIONAL DRIVING TRAINING CENTER”

Interested organizations are invited to submit an Expression of Interest (EOI) outlining their capabilities, proposed contributions, and a brief statement on how their expertise aligns with the goals of the RDTC project.

Evaluation Process

The proposal so received will be evaluated by the Committee constituted by Transport Department. One to one discussion will be carried out with each shortlisted proposer by the Committee. Broad terms and conditions will be finalized and a Memorandum of Understanding (MoU) will be entered the selected proposer.

The signing of MoU will entitle the entities for the project to be partners with Transport Department without any other formality for selection.

Any further details or clarifications needed will be given by the contact person specified herein.



Submission Deadline:

Proposal in its complete form in all respects as specified in the EoI, must be submitted at the address specified herein earlier. In exceptional circumstances and at its discretion, Transport Department may extend the deadline for submission of proposal by issuing an amendment to be made available on the Transport Department Website, in which case all rights and obligations of Transport Department and the bidders previously subject to the original deadline will be subject to the deadline as extended.

A handwritten signature in blue ink, consisting of a large, stylized loop followed by a vertical line extending downwards.

FORMAT-1
FORMAT FOR EXPRESSION OF INTEREST

(To be submitted in the letter head of the entity by a person authorized by the board of director or equivalent appropriate authority)

To

**The Joint Transport Commissioner,
Paribahan Bhavan, Agartala,
Tripura West.**

Dear Sir/Madam

Reference: - **Expression of Interest for partnership for setting up of RDTC at, Gomati District, Tripura**

Sir,

We, the undersigned, hereby submitting below our Expression of Interest to be a partner for setting up **RDTC at R.K. Pur, Gomati District**, which includes Technical Information.

Sl. No.	Information Sought	Details to be furnished	
I	Name of Organization		
II	Details of the Organization	<ul style="list-style-type: none">• Address of the Registered Office:• Telephone:• Facsimile:• Website :	
III	Information about Organization	<ul style="list-style-type: none">• Year of Establishment :• Status of the Organization (Public Ltd/Private Ltd):	
IV	Main Areas of business	<ul style="list-style-type: none">• Memorandum of Association• Article of Association	
V	Name and Designation of the person authorized to make commitments to the o/o the Joint Transport Commissioner	<ul style="list-style-type: none">• Name :• Designation:• E-mail:• Contact Number:	
VI	Annual Turnover for the last three Financial Years	Financial Year	Annual Turnover
		2020-21	
		2021-22	
		2022-23	
VII	Experience of assignments of similar nature	<ul style="list-style-type: none">• Work order:• MoU:	

Yours Sincerely,

(Authorized Signatory)

[Name and Designation of the Authorized Signatory]



**FOARMAT-2
DECLARATION**

We hereby confirm that we are interested to be a partner with Transport Department, Government of Tripura, for setting up of **RDTC at Gomati District, Tripura.**

All the information provided herewith is genuine and accurate.

Authorized Person's Signature :

Name and Designation :

Date of Signature :

Note: The declaration is to be furnished on the letter head of the organization.

