



STATE TRANSPORT AUTHORITY, ODISHA

**SOP FOR REGISTRATION AND OPERATION OF VLT DEVICE, VLTD
MANUFACTURE AND THEIR FITMENT CENTRE FOR ALL THE VEHICLES AS
PRESCRIBED UNDER RULE 125H, 129 AND 90 OF CMVR 1989 REGISTERED IN
ODISHA.**

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Document Title: SOP for registration and operation of VLT device, VLTD manufacture and their fitment centre for all the vehicles as prescribed under rule 125H, 129 and 90 of CMVR 1989 registered in Odisha.

Department: Government of Odisha, Transport Department, represented through Transport Commissioner, Odisha.

Abstract: This document provides the detailed procedure for registration of VLT device, VLTD manufacture and their fitment centre for implementation of AIS-140 standard based VLT device and monitoring system for all the vehicles as prescribed under rule 125H, 129 and 90 of CMVR 1989 registered in Odisha. The State will register AIS-140 compliant VLT device of VLTD manufacturer duly certified by accredited agencies as prescribed under rule 126 of CMVR 1989 based on the selection procedures prescribed in this document.

1.	SOP Ref. No.	LX-67/2022/5245/TC Dated: 04.04.2023
2.	Name of the office	State Transport Authority, Odisha.
3.	Non-Refundable registration fee payable by the VLTD manufacturer for registration of their each AIS-140 standard and approved VLTD device	50,000/- (Rupees fifty thousand only) as DD drawn in favour of Transport Commissioner, Odisha from any Nationalized Bank payable at Cuttack.
4.	Non-Refundable registration fee payable by the VLTD manufacturer for registration for each Fitment Centre	10,000/- (Rupees ten thousand only) as DD drawn in favour of Transport Commissioner, Odisha from any Nationalized Bank payable at Cuttack.
5.	Call for Applications	Soft copy of the SOP can be downloaded from the STA, Odisha website: https://odishatransport.gov.in/ https://vltodisha.nic.in
6.	Submission of applications – Online mode	Registration portal link is available at: https://odishatransport.gov.in/ , https://vltodisha.nic.in/ Note: Detail process for online application described in this SOP.
7.	Original document verification and Device Testing	VLTD manufacturer may choose the slot for original document verification and Device Testing.
8.	Registration Start Date	The registration shall be started from 10.04.2023
9.	Address for Original document verification	State Transport Authority, 6th Floor, Rajaswa Bhawan, P.O. Chandini Chowk, Cuttack, Odisha - 753002

Table of Contents

Table of Contents	2
A. ABBREVIATIONS/ACRONYMS	5
B. BASIC DEFINITION	6
1. Background	7
2. Objective of this SOP	7
3. Scope for VLTD manufacturer/fitment centre.....	8
4. Registration of VLTD manufacturer	9
5. Eligibility Criteria for VLTD Manufacturer.....	11
5.1. Eligibility Criteria for VLTD manufacturers.....	11
6. Eligibility Criteria for Fitment Centre.....	14
6.1. Eligibility Criteria for Fitment Centre.....	14
7. Manufacturer’s Backend Application.....	15
8. Registration for Application	15
8.1. Self-Registration process of applicant on the State Backend Portal	15
9. Registration fee for VLTD Manufacturer	16
10. General Conditions	16
11. Registration fee for Fitment Center	17
12. Performance Security Fee	17
13. Forfeiture of Performance security	17
14. Submission of Application.....	18
15. List of Documents to be uploaded	18
16. Evaluation of Applications	19
17. Operational Evaluation	20
17.1. Evaluation Process:.....	20
17.2. Online Verifications Process (Process to be followed by Applicants) :	20
17.3. On Road Testing Parameters:	20
17.4. Manual Verifications Process (by STA, Odisha):	21
17.5. Physical Verification of fitment centre:	21
17.6. Online Verification of reports & packets:	21
17.7. Compliance Sheet:.....	22
18. Final selection of VLTD manufacturer	24
19. SOP for implementation of VLT device.....	24
19.1. Guidelines to VLT Manufacturers	24
19.1.1. Regarding Vahan 4.0:	24
19.1.2. Regarding Operational Process:.....	24

19.1.3.	Regarding Fitment Centre for Installation and Maintenance:	26
19.1.4.	Fitment Centre should have the following facilities:	26
20.	Service Level Agreement (SLA)	26
20.1.	Classification of High, Medium & Low Complaints	27
21.	Exclusion	27
22.	Complaint Register	27
23.	Subscription Renewal	27
24.	Training to fitment center manpower	27
25.	Fitment of VLT device in specified Vehicles	28
25.1.	Position of VLTD and Panic Buttons	28
25.2.	Wiring of VLT and Panic buttons	29
25.3.	Hooter / buzzer	29
25.4.	Notice to Passengers & Public	29
25.5.	Whitelisting of IP and SMS mobile number	30
26.	Customer/vehicle owner Support	30
27.	Blacklisting of VLTD Manufacturer	30
28.	Blocking of VLTD Manufacturer's login	31
29.	Force Majeure	31
30.	Terms and Conditions Governing Registration	31
30.1.	Commercial arrangement between manufacturer and their registered fitment centre and Vehicle Owners	31
30.2.	Resolution Time	32
30.3.	Monitoring and Audit	32
30.4.	Cancellation of Registration	32
30.5.	Liability	33
30.6.	Jurisdiction	33
30.7.	Use of Trademark/ Logo of	33
30.8.	Compliance with Applicable Laws	33
30.9.	Indemnity	33
30.10.	Dispute Resolution	34
30.11.	Notice	34
30.12.	Prohibition of Assignment	34
30.13.	Language	34
30.14.	Fraud and Corrupt Practices	34
30.15.	Waiver	35
30.16.	Severability	35

30.17.	Successors and Assigns	35
31.	ANNEXURES.....	36
31.1.	Annexure 1: Power of Attorney for Signing of Application.....	36
31.2.	Annexure 2: Turnover and Net worth	37
31.3.	Annexure 3: Undertaking for Non-Blacklisting	38
31.4.	Annexure 4: Undertaking for No Litigation.....	39
31.5.	Annexure 5: Undertaking for Data Privacy	40
31.6.	Annexure 6: Self-declaration for Integration Compliance.....	41
31.7.	Annexure 7: Self declaration for selling of only AIS-140 compliance VLTD model	42
31.8.	Annexure 8: Self Declaration for trained manpower for fitment of VLT device.....	44
31.9.	Annexure 9: Self Declaration for infrastructure requirement for fitment centre.....	45
31.10.	Annexure 10: Self declaration of Fitment Centre	46
31.11.	Annexure 11: Bank Guarantee Format of Performance Security.....	47

A. ABBREVIATIONS/ACRONYMS

Sl. No.	Abbreviation	Description
1.	AIS	Automotive Industry Standard
2.	APN	Access Point Name
3.	ARAI	Automotive Research Association of India
4.	ARTO	Additional Regional Transport Office
5.	API	Application Programming Interface
6.	BG	Bank Guarantee
7.	CCC	Command and Control Centre
8.	CIRT	Central Institute of Road Transport
9.	CERT-IN	Indian-Computer Emergency Response Team
10.	CMVR	Central Motor Vehicles Rules
11.	CFMTTI	Central Farm Machinery Training and Testing Institute
12.	COP	Conformity of Production
13.	DD	Demand Draft
14.	eSIM	Embedded SIM
15.	GARC	Global Automotive Research Centre
16.	GNSS	Global Navigation Satellite System
17.	GSM	Global System for Mobile Communication
18.	IRNSS	Indian Regional Navigation Satellite System
19.	ICAT	International Organization for Standardisation
20.	ISO	International Organization for Standardization
21.	MoRTH	Ministry of Road Transport and Highways
22.	NIC	National Informatics Centre
23.	OEM	Original Equipment Manufacturer
24.	PVT	Position, Velocity & Time
25.	RTO	Regional Transport Office
26.	RTA	Regional Transport Authority
27.	R&LA	Registering & Licensing Authority
28.	STA	State Transport Authority
29.	SIM	Subscriber Identity Module
30.	VLT	Vehicle Location Tracking
31.	VLTD	Vehicle Location Tracking Device
32.	VRDE	Vehicle Research and Development Establishment

B. BASIC DEFINITION

SL	Terms	Definition
1.	Manufacturer	Manufacturer means a registered firm/Company manufacturing AIS-140 (as per the latest amendment) certified Vehicle Location Tracking Devices in India having valid type approval certificate from any accredited agency as prescribed under rule 126 of CMVR 1989.
2.	Fitment centre	Fitment centre means centre having local GST either operated directly by manufacturer of AIS-140 certified VLT devices or through JV/Partner agreement with a firm / company, individual / partnership/ proprietor firm registered in Odisha and duly authorised by the registered and type approved manufacturer to sell, install, support and service its AIS-140 certified Vehicle Location Tracking Devices (VLTD) approved by Transport Commissioner, Odisha.

1. BACKGROUND

About Regulatory Compliance requirement for VLT devices with emergency buttons.

References:

- 1) MoRTH, Government of India Notifications No: 817 dated: 28.11.2016, 1509 Dated 18.04.2018, 4248 & 4249 dated 25.10.2018 and 784 dated 2.11.2018,
- 2) MoRTH, Government of India Letter No. RT-11028/12/2015-MVL dated: 31.10.2018
- 3) MoRTH, Government of India GSR 1081 dated 2nd Nov 2018 for National Permit Vehicles
- 4) MoRTH, Government of India GSR 617(E) dated 3rd August 2022 for vehicles carrying dangerous or hazardous goods,
- 5) AIS-140 Intelligent Transport Systems (ITS)- Requirements for Public Transport Vehicle Operation Standard including amendment 1 (December'17) & Amendment 2 (December'18)

Wherein the vehicles as prescribed under rule 125H, 129 and 90 of CMVR 1989 registered in Odisha shall mandatorily equipped with AIS-140 VLTD device which duly certified by accredited agencies as prescribed under rule 126 of CMVR 1989.

Type approved VLT Device shall be capable of transmitting data to State Backend Control Server (Government authorized server / Manufacturer's backend server) from the VLTD units via Wide Area (Mobile) Communications Network (Cellular) as per Communication Protocol in clause 4 of AIS-140. As per clause 3 of AIS 140, Devices are required to be capable for operating in L and/or S band and include support for NAVIC/IRNSS (Indian Regional Navigation Satellite System).

In view of above, Transport Commissioner, Odisha is desirous of implementing an online system for tracking the movement of identified all new and old covered vehicles as prescribed under rule 125H, 129 and 90 of CMVR 1989, shall be equipped with or fitted with vehicle location tracking device and minimum one or more emergency buttons.

2. OBJECTIVE OF THIS SOP

The objective of this SOP is to describe the complete transparency process for registration of type approved VLTD manufacturer, VLT device for Smooth integration with the State backend application, ERSS and their fitment centre in Odisha and provide after-sales services of the VLT devices to the vehicle owners.

In addition to standardize the VLTD data protocol and data format specification to meet the State specific requirements and to ensure that the vehicle owners shall avail VLT devices with higher quality and on transparent price. In addition, a turnover to ensure the continuity of the business and credibility of the VLTD manufacturer and performance security to ensure satisfactory performance and also to ensure that the vehicle owners are getting proper after sales services at all the districts through the registered fitment centre of the VLTD manufacture. Accordingly, eligibility criteria for the manufacturer and the specifications for vehicle location tracking device firmware and backend application details are listed in this document.

3. SCOPE FOR VLTD MANUFACTURER/FITMENT CENTRE

Transport Commissioner, Odisha is planning to track all Public Service Vehicles as defined under section 125H, 129 and 90 of CMVR 1989, “herein referred to as covered vehicles.”

- 3.1.** Transport Commissioner, Odisha appointed Bharat Sanchar Nigam Limited (BSNL) as the implementation agency (IA) for setting up of the State backend system and the State Command and Control Centre (also called “CCC” or “MCC”).
- 3.2.** The State Backend System would provide login and monitoring interface to various stakeholders such as State Emergency Response Support Team, Transport Commissioner, Odisha or Regional Transport Offices, Police and any other agency defined by state as per requirement, Ministry of Road Transport and Highways and its designated agencies.
- 3.3.** All manufacturers of vehicle location tracking device (VLTD); having valid AIS-140 type approved certificate from accredited agencies as per rule 126 of CMVR 1989 and a valid conformity of production (COP) shall be allowed to sell and operate their device in the state, subject to registration of their AIS-140 VLT device and fitment centre with the State Transport Authority, Odisha.
- 3.4.** The registration of the VLTD manufacturer and their authorised fitment centres shall be done online through the portal of the State Backend Application. The VLTD manufacturer would be required to register themselves by uploading of valid documents duly self-attested by the applicant/authorised person, payment of application fee and to produce their device for its evaluation and testing as per the operational evaluation process defined in this document.
- 3.5.** The registration is subject to verification of original document and successful result of the evaluation and testing of VLT device.
- 3.6.** The VLTD manufacturer would be required to connect and integrate their VLT device with the State Backend Application.
- 3.7.** Applicant shall not directly contact to implementation agency/third party for any support or coordination without the prior approval of the STA, Odisha.
- 3.8.** The VLT device shall transmit PVT information to Primary IP and Emergency request information to Secondary (Emergency) IP of State Backend Application, provided by the Implementation Agency (IA) at user configurable frequency (minimum 5 seconds) via GSM/Cellular. Apart from mandatory requirements of the AIS-140 standard, VLTD manufacturers are allowed to provide value added services through their backend system subject to manufacturer’s backend system requirements of AIS-140.
- 3.9.** VLTD manufacturer would be required to follow the process defined for registration on the portal of the State Backend Application. For any additional assistance required for verification, testing, integration and compliance of their device / e-sim with the State Backend Application, Vahan, Permit application, ERSS, or any other system/application of the state, the VLTD manufacturer are required to contact and avail services of the Implementation agency as per terms mutually agreed between them.
- 3.10.** Registered manufacturer should have fully trained manpower and well equipped fitment centre for installing the VLT devices in vehicles, provide after sale service and support

the vehicle owners whenever required. In compliance to the order, registered manufacturer must ensure proper fitment of the VLT device in the covered vehicles.

- 3.11. Manufacturer shall provide minimum warranty for two years covering AMC for the products sold by them. Manufacturers /Registered Fitment Centre have to supply and support approved and certified VLTD models across the State.
- 3.12. Any complaint registered through the STA, Odisha website/ State Backend/email/Mobile App/CCC/Call Centre or Transport Department officials, should be serviced within stipulated time as specified in this document. For redressal of complaints, VLTD manufacturer's web interface and mobile app of backend application must support ticketing system and connected to the State Backend Application, so it may enable vehicle owners to report problem or raise support requests, which should be solved by the respective manufacturer/ registered Fitment centre and monthly MIS report shall be submit to Transport Commissioner, Odisha.
- 3.13. The category of vehicle is subject to revision by MoRTH//GoI/GoO.

4. REGISTRATION OF VLTD MANUFACTURER

Transport Commissioner, Odisha intends to invite manufacturer of AIS-140 certified Vehicle Location Tracking Device (VLTD), which can be used in the covered vehicles, as prescribed under rule 125H, 129 and 90 of CMVR 1989 registered in Odisha for enabling tracking and monitoring of the vehicles. Transport Commissioner, Odisha will publish the list of registered manufacturers, VLTD models, fitment centre and MRP (inclusive of taxes) and the vehicle owners/permit holders will be advised to procure only the registered VLTD models from registered manufacturer(s) and/or their registered fitment centres.

- 4.1. All VLT devices with valid Type Approval Certificate approved from certifying agency mentioned under rule 126 of CMVR 1989 test agencies as per AIS-140 having valid COP are eligible to apply.
- 4.2. The VLTD manufacturer can apply for their VLTD models/variants for registration based on the criteria specified in this document.
- 4.3. The VLTD manufacturer can register more than one AIS-140 certified VLTD model for installation in vehicles in the State. Separate registration and application fee is required for each model.
- 4.4. The evaluation of application for registration would be carried out based on the eligibility criteria and device testing etc mentioned in this document.
- 4.5. Only registered VLT models of registered VLTD manufacturer are to be used by vehicles mentioned under section 125H, 129 and 90 of CMVR 1989 in Odisha.
- 4.6. VLTD manufacturer(s) cannot sell their VLTD models for the vehicles mentioned under section 125H, 129 and 90 of CMVR 1989 or any category of vehicles in Odisha once their authorization/ certification issued by the testing agency is suspended, cancelled or not renewed for any reason or not registered with the Transport Commissioner, Odisha.
- 4.7. VLTD manufacturer must give an undertaking to Transport Commissioner, Odisha that in case their type approved certificate is suspended, cancelled or withdrawn for any reason, they will continue to support the devices already sold for the vehicles under section 125H, 129 and 90 of CMVR 1989 in Odisha.

- 4.8.** VLTD manufacturer must have 24 x 7 Call/Service-centre or similar arrangements to address the queries and any other issues from the end users. Call centre representatives must be able to speak in English, Hindi & Odia.
- 4.9.** VLTD manufacturer must ensure the privacy of the data/information captured during VLTD activation process, in case of breach strict action as per law would be taken by Transport Commissioner, Odisha. The data will be maintained in servers located in India only.
- 4.10.** VLTD manufacturer must arrange registered fitment centre, who is authorised to sell, install, support and service the VLTDs in Odisha, Hence the manufacture must submit a declaration and details of fitment centre for the same.
- a) The manufacturer should facilitate eSIM subscription in VLTDs along with a subscription of two years for new vehicles and one year for old vehicles from Mobile service providers on behalf of the Vehicle Owners, as per the prescribed rule and must take necessary steps to ensure the continuity of the service once the eSIM validity period is expired. The eSIMs must be preactivated before installation.
- b) Transport Commissioner, Odisha can terminate the approval of the registered manufacturer at any time if it is found violating any of the provisions of the CMVR-1989, AIS- 140, any other direction issued by the Transport Commissioner, Odisha or any other reason or applicable law.
- 4.11.** Transport Commissioner, Odisha reserves the right to change/modified/add in the terms and conditions of this SOP as and when required.
- 4.12.** If the certification of any VLTD model is cancelled by Transport Commissioner, Odisha or the TAC/COP is expired/revoked, the certification of VLTD devices already installed in vehicles shall remain valid as long as such model continues to comply with the terms and conditions in AIS-140 standard or for 2 years whichever is less.
- 4.13.** Manufacturers have to renew before the expiry of the TAC/COP of the approved VLTD model, and upload in the VLTD registration portal in accordance with instruction issued by Transport Commissioner, Odisha.
- 4.14.** Transport Commissioner, Odisha reserves the right to modify the VLTD firmware specification or add additional features to existing specification. The release of the VLTD specifications will be in a version-controlled manner. The backend system must be able to upgrade the firmware over the air through OTA process defined in the AIS-140 standard. It shall be the responsibility of the VLTD manufacturer to ensure verification, testing, integration and compliance of their device/ e-sim with the any system/ application of the state, by contacting and availing services of the Implementation agency and Transport Commissioner, Odisha shall have no role and liability in the same.
- 4.15.** Transport Commissioner, Odisha may initiate or suspend the registration process, as and when required. Registration shall be done through online portal available at: <https://odishatransport.gov.in/>, <https://vltododisha.nic.in/>.
- 4.16.** Interested manufacturer(s) of type approved VLTD models which comply with the eligibility criteria under section 5 and 6 of this SOP may log onto the registration portal of the State Backend Application available at <https://odishatransport.gov.in/>, <https://vltododisha.nic.in/>. and submit the same duly filled in and supplemented with all

relevant documents to Transport Commissioner, Odisha for further processing through its authorised signatory.

- 4.17.** VLTD manufacturer may reschedule the Testing Slot before one day of the appointment date.
- 4.18.** STA, Odisha may also reschedule the Testing Slot before 8 hours of the appointment date scheduled by VLTD Manufacturer.

5. ELIGIBILITY CRITERIA FOR VLTD MANUFACTURER

STA, Odisha shall carry out the evaluation and documents verification of applicant, VLTD manufacturer(s) have to meet the following eligibility criteria for registration.

5.1. Eligibility Criteria for VLTD manufacturers

Sl. No.	Basic Requirement	Qualification Criteria	Documents to be Uploaded
1.	Legal Entity	Applicant(s) should be a registered company in India under the Companies Act, 1956/2013, a Partnership firm, MSME registered firm with certified AIS-140 product and valid TAC & COP certificate. Note: only AIS-140 approved VLTD manufacturer(s) will be allowed to participate for registration.	Certification of incorporation/ Registered Partnership Deed in case of Partnership firm / MSME certificate.
2.	Turnover	VLTD manufacturer must have cumulative turnover business in India at least of Rs. 5 Crore in last three completed financial years with positive net worth.	<ul style="list-style-type: none"> •Certificate from the Statutory Auditor / Chartered Accountant clearly specifying the Cumulative turnover and net worth as per Annexure 2. •Self-attested Copies of balance sheets/provisional/ audited account statements
3.	Quality certification	Valid ISO 9001:2015 certificate (For Design, Development, manufacturing, Marketing, Sales and services of GSM/GPRS/GPS based communication and vehicle tracking Devices, panic (SOS) Buttons, Vehicle tracking Software)	Self-attested Copy of relevant Certificate(s) from the competent authority.
4.	Testing Certificate / Valid type approval certificate	Type approval certificate from accredited testing agency prescribed under rule 126 of CMVR 1989. The TAC (Type approved	Self-attested copy of type approval certificate by any accredited testing agency as prescribed under rule 126 of CMVR 1989 indicating

Sl. No.	Basic Requirement	Qualification Criteria	Documents to be Uploaded
		Certificate) must be issued in the name of VLTD manufacturer.	compliance to AIS-140 in the name of manufacturer. Note: Separate TAC must be submitted for each model/variant.
5.	COP certificate	VLTD manufacturer must possess valid COP from accredited testing agency prescribed under rule CMVR 1989. The COP (Conformity of Production) must be issued in the name of VLTD manufacturer.	Self-attested copy of Conformity of Production (COP) from the accredited testing agency as prescribed under rule CMVR 1989 indicating compliance to AIS-140. In the name of manufacturer. Note: Separate COP must be submitted for each model/variant.
6.	Undertaking for Non-Blacklisted	Undertaking by the VLTD manufacture confirming that, the firm/company/individual have not been blacklisted by any Central / State Government Department or Public Sector Undertakings (PSUs) or any other Government (Central / State / PSU/ ULBs/Smart Cites SPV (Special Purpose Vehicles) Organization in India in last 5 years from the date of submission of application.	Undertaking in the prescribed format as per Annexure 3 executed before the executive magistrate by the authorised person of the company
7.	Self-declaration for Integration Compliance	The VLT device should have feature to customize integration with State Backend application, as per Transport Commissioner, Odisha requirement.	Self-declaration by the manufacturer duly signed by the authorized signatory as per Annexure 6.
8.	Local office	Manufacturer must have a local office in Odisha and GST shall be registered in Odisha as on date of application for registration. Note: If VLTD manufacturer doesn't have any local office in Odisha, then the	Registered lease/ rent agreement registered by concerned sub-registrar in support in case of rented building. OR

Sl. No.	Basic Requirement	Qualification Criteria	Documents to be Uploaded
		manufacturer must open a local office in Odisha and then apply for registration.	Building ownership details in case of own building.
9.	Undertaking for Data Privacy	VLTD manufacturer shall submit an undertaking for privacy of the data/information stored related to VLTDs / Vehicles / vehicle owner etc. <u>Manufacturer's Backend application and data will be maintained in servers located in India only.</u>	Undertaking in the prescribed format as per Annexure 5 executed before the executive magistrate by the authorised person of the company.
10.	Fitment Centre authorization certificate	The VLT device manufacturer must have atleast one fitment centre in each district (30 districts) to get the registration certificate from Transport Commissioner, Odisha.	Authorization certificate from VLTD manufacturer for each fitment centre shall be upload on the registration portal
11.	VLTD Device	VLTD manufacturer is also required to submit two VLT device, eSIM with 2 year data validity plan at the time of original document verification for device testing.	Delivery chalan mentioning the Serial number of the devices and their eSIM validity etc.
12.	Undertaking for No Litigation	No litigation, investigation, any criminal cases or proceeding of or before any arbitrator or Governmental Authority is pending against the Company or any Subsidiary or any director or officer thereof or against any of their respective properties or revenues with respect to any of the Loan Documents or any of the transactions contemplated hereby or thereby.	Undertaking in the prescribed format as per Annexure 4 executed before the executive magistrate by the authorised person of the company

The VLTD manufacturer must upload all the authenticated documents duly self-attested by authorised person for meeting the eligibility criteria. Such documents may include type approval certification for VLTD model, company registration certificates and other credentials as specified in this document.

Any entity (VLTD manufacturer) which has been punished for any offence or any representative of that entity is convicted for any offence or against whom any criminal cases is/are pending before competent court shall not be eligible for registration.

6. ELIGIBILITY CRITERIA FOR FITMENT CENTRE

Transport Commissioner, Odisha shall carry out the evaluation/verification of fitment centre of registered manufacturer of VLT device in Odisha. Fitment centres have to meet the following eligibility criteria for registration.

6.1. Eligibility Criteria for Fitment Centre

Sl. No.	Qualification Criteria	Required Documents
1.	<p>The Fitment Centre should be a registered entity/ MSME/ partnership firm/ Company in India having JV/partner agreement for running fitment centre with VLTD manufacturer and the fitment centre must be registered under GST of Odisha.</p> <p>Note:</p> <ul style="list-style-type: none"> • JV/Partner agreement is not required in case the VLTD manufacturer opens their own Fitment centre across Odisha. • Address on GST certificate should be same as address of the fitment centre mentioned in appendix-1 and proof of document submitted by VLTD manufacturer. 	<p>Certification of incorporation / MSME Certificate / registration under shops & establishment act or any other relevant document along with GST registration Certificate of Odisha.</p>
2.	<p>The fitment centre must have letter of authorization issued by VLTD manufacturer registered in Odisha, with minimum validity of 3 years from the date of application.</p>	<p>Self-attested copy of authorization letter of fitment centre submitted by manufacturer.</p>
3.	<p>Fitment Centre must ensure selling of only AIS-140 compliance VLTD model of registered VLTD manufacturer(s).</p>	<p>List of Fitment Centre across the State on letter head of VLTD manufacturer as per appendix -1 of Annexure 7 signed by the authorized signatory of VLTD manufacturer.</p>
4.	<p>PAN Number</p>	<p>Self-attested copy of company/firm PAN (in case of company/ partnership firm), Proprietor's PAN (in case of proprietorship) by the duly authorized signatory of fitment centre.</p>

5.	Fitment centre must have trained manpower for fitment of VLT device and its activation/ integration with State Backend application.	Self-declaration by the authorized signatory of fitment centre as per Annexure 8.
6.	Fitment Centre must fulfil minimum infrastructure requirement as per terms and conditions of this SOP document.	Self-declaration by the fitment centre signed by duly authorized signatory as per Annexure 9.
7.	Any Fitment Centre which has been punished for any offence or any representative of that entity is convicted for any offence or against whom any criminal cases is/are pending before competent court, shall not be eligible	Self-declaration by the fitment centre signed by duly authorized signatory as per Annexure 10.

7. MANUFACTURER’S BACKEND APPLICATION

For the benefit of the public, manufacturers are allowed to provide value added services through the backend system of the Manufacturer, herein referred to as “Manufacturer’s Backend System”, subject to manufacturer’s backend system requirements of AIS-140, as per the section 8 of the AIS-140.

For security perspective, the VLTD devices will not communicate to any IP address located outside India whether it is the manufacturer’s application or for purposes of configuration or firmware updates. The IP of the manufacturer’s backend system must be located in India and the Manufacturers must publish & whitelist the IP of their backend system in the State Backend application. The devices must be configured with the IP through the State Backend Application only. Manufacturer would be required to submit manual & list of all commands for querying and configuring the VLTD device parameters including the primary, secondary and any other IPs. The manufacturer’s backend system (Both the Web and Mobile App) must have valid security Audit certificate from the authorised agency as defined in AIS-140. Additionally, the manufacturer’s backend system application must be tested for test parameters (Table 2 of AIS 140 Amendment 2 - Test Parameters for Auditing of VLT Device Manufacturer’s Backend) by the testing agencies specified in CMVR Rule 126/STQC/NIC.

8. REGISTRATION FOR APPLICATION

The VLTD manufacturer can apply for registration of one or more VLTD models in the state through online mode, through the manufacturer’s registration portal available at: <https://odishatransport.gov.in/>, <https://vltododisha.nic.in/>. Separate application fee is required for each model. Standard Registration Process for VLTD manufacturer is also available at <https://odishatransport.gov.in/>, <https://vltododisha.nic.in/>.

8.1. Self-Registration process of applicant on the State Backend Portal

- Email Verification and Password Generation
- Login with new Credentials (received via Email / SMS)

- Upload & acknowledge Required Documents (TAC, COP, & other documents listed in the SOP, etc.)
- Upload Device Configuration and OTA Commands (SMS/Stream)
- Select Schedule for testing from Available Slots through vendor registration portal
- Update Testing Vehicle Details and Device Details on the portal.

9. REGISTRATION FEE FOR VLTD MANUFACTURER

The application shall be submitted along with registration fee of Rs. 50,000/- (Fifty thousand only) for each device as prescribed in this document. It must be submitted in shape of demand draft (separate for device registration and fitment centre registration) drawn in favour of “**Transport Commissioner, Odisha**” from any nationalised bank payable at **Cuttack**. The registration fees is non-refundable. An application not accompanied with prescribed payment with the application shall be considered as non-responsive and will be rejected.

10. GENERAL CONDITIONS

VLTD manufacturers are advised to study the document carefully. Submission of application will be deemed to have been done after careful study of all instructions, eligibility norms, terms and requirement specifications in this document with full understanding of its implications.

Applications not complying with all the given clauses in the document are liable to be rejected. Failure to furnish all information specified in this document or submission of application not substantially responsive to the document in all respects will be liable for rejection.

- i. Application process for registration will be hosted on web site <https://odishatransport.gov.in/>, <https://vltododisha.nic.in/>. Interested VLTD manufacturer(s) of VLTD device are required to self-register at the registration portal of the State backend application available at: <https://odishatransport.gov.in/>, <https://vltododisha.nic.in/>. Application/registration fee shall be paid to Transport Commissioner, Odisha along with the submission of application.
- ii. Document without self-attestation and application send through offline mode shall not be accepted.
- iii. All pages of the application and documents being submitted must be signed and sequentially numbered by the VLTD manufacturer.
- iv. Ambiguous applications will be out-rightly rejected.
- v. Application(s) not submitted with enclosing certificates, declaration document in the prescribed format will be rejected straight away.
- vi. No deviations from the specifications will be accepted.
- vii. The VLTD Manufacturers will bear all costs associated with the preparation and submission of their applications. Transport Commissioner, Odisha will not be responsible or liable for those costs, regardless of the outcome of the registration process. In case of incomplete applications where Transport Commissioner, Odisha requires the Applicants to submit any missing/incomplete information/documents, the receipt of such clarification/documents by Transport Commissioner, Odisha shall be deemed to be the date of submission of the application. Transport Commissioner, Odisha may, at its own discretion, can add or delete any clause of this document.

11. REGISTRATION FEE FOR FITMENT CENTER

Application for Fitment Centre shall be submitted along with fitment centre registration fee of Rs. 10,000/- (Ten thousand only) for each fitment centre as prescribed in this document. It must be submitted in shape of demand draft drawn in favour of “**Transport Commissioner, Odisha**” from any nationalised bank payable at **Cuttack**. This registration fees is non-refundable. An application not accompanied with prescribed payment shall be considered as non-responsive and will be rejected.

12. PERFORMANCE SECURITY FEE

A performance guarantee, to ensure satisfactory performance after-sales services of the VLT devices to the vehicle owners, shall be submitted by the successful manufacturer intending to be registered, within 15 days. The performance guarantee shall be in the form of bank guarantee issued from any of the nationalized banks and shall remain valid for three years. No interest shall be payable on the Performance Bank Guarantee.

Initially, the Performance Security will be calculated for a minimum volume of 1,000 VLT devices. In case any applicant (registered VLTD manufacturer) undertakes sale of more than 1,000 VLT device, Applicant shall be required to submit an additional Performance Security in multiplication of 1,000 VLT devices. The value of the performance security shall be computed as follows:

$$\text{➤ Performance Security} = \text{MRP for the VLTD device} \times 1,000 \times N \times 10\%$$

Note: N = Number of Multiples of 1,000 VLT devices intended to be sold by registered VLTD Manufacturer. “MRP of VLTD device includes 2 years of device warranty at fitment centre in the Odisha State, installation charges, value added services, panic buttons, hooters, eSIM Charges, configuration, activation and all accessories etc. (inclusive of GST/tax). No hidden cost shall be charged by the VLTD manufacturer/fitment centres.”

13. FORFEITURE OF PERFORMANCE SECURITY

Performance Security (in shape of PBG) amount may be forfeited, including interest, if any, in the following cases: -

- 13.1. Any of the below circular/notifications are breached by the manufacturer.
 - a) AIS-140 Standard including amendment 1 (December'17) & Amendment 2 (December'18) and any other amendments from time to time.
 - b) When manufacturer fails to comply with any other circular/notifications issued by MoRTH Central Government/state Government / Transport Commissioner, Odisha from time to time.
- 13.2. When the manufacturer fails to comply with any applicable terms and conditions of this document
- 13.3. When manufacturer fails to provide integration with Vahan, ERSS, or any other system /application of the State, on real time basis.
- 13.4. When the manufacturer or fitment centre is involved in malpractices.

In the event, Forfeiture of Performance security, Transport Commissioner, Odisha shall issue a show cause notice to furnish the response within 14 days through manufacturer registered

email ID only. On the response submission of show caused notice within stipulated time the Transport Commissioner, Odisha shall examine the reason furnished by the VLTD manufacturer and shall pass his appropriate order and shall be final.

In case the VLTD manufacturer does not submit response of the show caused notice within 14 days then his Performance Security shall be automatically forfeited including interest amount.

14. SUBMISSION OF APPLICATION

- 14.1.** VLTD manufacturer can apply for registration of one or more models of VLT devices. Application for registration shall be available at manufacturer registration portal of the State Backend Application available at <https://odishatransport.gov.in/>, <https://vltodisha.nic.in/>.
- 14.2.** VLTD Manufacturer is required to submit statement of compliance of the devices with the specifications as set out in this document.
- 14.3.** VLTD manufacturer is required to submit their application in the prescribed format available online, along with required documents. After submission, an acknowledgment shall be generated.
- 14.4.** VLTD manufacturer is also required to submit two VLT devices (with atleast 2 panic buttons for each device) having eSIM with 2 years data plan validity and acknowledgment receipt all other necessary documentation / manuals needed for interfacing and testing. The Transport Commissioner, Odisha may call registered VLTD manufacturer for inspection of VLT devices at any time.
- 14.5.** All communications and proceedings shall be in writing in English language only.

15. LIST OF DOCUMENTS TO BE UPLOADED

The manufacturer are required to scan and upload the required documents at the time of application, which is subject to change at Transport Commissioner, Odisha's discretion:

- a) Copy of DD towards registration Cost of VLT device(s)
- b) Copy of DD towards registration Cost of fitment centre(s)
- c) Self-attested copy of this SOP document (all pages)
- d) Type approved certificate (TAC)
- e) Conformity of Production (COP)
- f) Authorization certificate of Fitment Centre(s)
- g) Operational Evaluation sheet as per Table -1 of this SOP
- h) PAN Details
- i) GST registration in Odisha
- j) Annexures 1 to 10 shall be also uploaded.
- k) Other required documents to comply eligibility criteria of manufacturer and fitment centre.

Note:

- Copy (uploaded in pdf formats) of the above documents are required to be upload in the VLTD manufacturer registration portal for registration.

- Original Demand Draft towards registration cost of VLT device(s) shall be submit at the time of original document verification at the office of Transport Commissioner, Odisha and Original Demand Draft for fitment centre(s) before the Bank Guarantee submission for verification.
- Applicants are advised to check the list of documents to be uploaded on the registration portal which may be updated from time to time.

16. EVALUATION OF APPLICATIONS

- 16.1.** The application found complete in all respect shall be considered for processing and testing of VLT devices for compliance with specifications.
- 16.2.** VLTD manufacturer shall be required to take online appointment for the testing / operational evaluation of their VLT devices and verification of uploaded documents.
- 16.3.** Note: Morning slot shall be reserved for new applicants, while afternoon slot shall be reserved for re-appointments / re-evaluations.
- 16.4.** The applicants must produce all documents in original at the time of verification at the chosen slot. Only after successful verification of all documents by the department, the applicant shall be allowed to proceed for operational evaluation.
- 16.5.** Detailed Operational Evaluation of the VLTD device shall be carried out commencing on the slot chosen by individual manufacturers. Such evaluation would be carried out by the Implementation Agency (IA) and must be completed within 7 working days.
- Each VLTD manufacturer would be required to fit atleast 2 devices in 2 different vehicles (with atleast 2 panic buttons in each vehicle) for a period of 3 working days.
 - Each VLTD manufacturer shall arrange the vehicles for device installation and testing.
 - Each manufacturer must perform individually all the functionalities of AIS-140 details as described in operational evaluation of this document. The checklist of these functionalities shall be available online on the registration portal, which may be updated from time to time.
- 16.6.** Transport Commissioner, Odisha reserves the right to verify all statements, information and documents submitted by the Applicant. Applicant may be asked to submit more documents, if any clarification required.
- 16.7.** Decision of Transport Commissioner, Odisha regarding registration/ rejection of the VLT devices under this process will be final and no correspondence in this regard will be entertained by Transport Commissioner, Odisha.
- 16.8.** Selected VLTD manufacturer device models will be published on Transport Commissioner, Odisha website/MoRTH website after submission of original PBG by the shortlisted VLTD manufacturers.
- 16.9.** Transport Commissioner, Odisha shall randomly conduct site inspections and validate the facilities of fitment centre identified by manufacturers as fitment centre for distributing and fitting the VLT device to vehicle owners.
- 16.10.** In case Transport Commissioner, Odisha delist any fitment centre due to any dissatisfaction or fitment centre withdrawal, then the corresponding manufacturer shall arrange alternate fitment centre in the same region within 10 days.

16.11. In case any fitment centre becomes non-operational in any District(s), the VLTD manufacturer immediately shall report to office of Transport Commissioner, Odisha and open an alternate fitment centre in respective District(s) within 15 days else Login credential of that VLTD manufacturer shall be blocked.

17. OPERATIONAL EVALUATION

Compliance against the operational specifications shall be verified for each Applicant. The same should be subjected to demonstration by the Applicant and/or testing & inspection by STA, Odisha for validation, as per the section below: -

17.1. Evaluation Process:

The process to evaluate the VLT device on the State Backend system of Odisha shall be available on self-registration and automated testing portal available at URL: <https://odishatransport.gov.in/>, <https://vltodisha.nic.in/>. Each VLTD manufacturer must strictly follow the process and guidelines as available on the Portal, which may be updated from time to time. The broad steps are listed below:

- Each VLTD manufacturer (Applicant) would be required to fit VLT device & minimum 2 emergency buttons in test vehicle(s).
- The Test vehicle(s) must be arranged by the respective applicant. No test vehicle(s) shall be provided by the STA, Odisha.
- The VLT device must be configured with the IP & ports of the backend portal as provided by the department, intimated through email or available on the online portal.
- Before commencement of on-road testing, STA, Odisha may inspect & seal the test device(s), which shall be validated during post-testing physical verification.
- The test vehicle(s) must be made to run on roads for a period of minimum 3 days covering a minimum distance of 25 KMs per day.
- It is the responsibility of the VLTD manufacturer to ensure that the VLT device remains online at all times & generates LIVE packets & alerts as per the section “17.3” below and complete testing within the allocated time.
- The VLT devices have to be submitted back to the STA, Odisha after completion of the testing procedure.

17.2. Online Verifications Process (Process to be followed by Applicants) :

Each VLTD manufacturer looking to register with STA, Odisha shall self-register on the portal at : <https://odishatransport.gov.in/>, <https://vltodisha.nic.in/> as per the document list provided on the portal.

17.3. On Road Testing Parameters:

The automated testing portal shall evaluate the VLT device as per the AIS-140 standards. Each device must demonstrate minimum following functionalities / parameters / packets through the automated testing portal.

- Login packet
- ACTV packet
- HCHK packet
- PVT packet

- Ignition On
- Ignition Off
- Emergency On (EA on primary Server)
- Emergency Off (EO) on primary Server
- Emergency On (EMR on Secondary Server)
- Emergency On (SEM Off Secondary Server)
- Battery Disconnect Alert
- Battery Reconnect Alert
- Tamper Alert
- Over Speed Alert
- Configuration Change packet
- Geo-fencing In (Entry) Alert
- Geo-fencing Out (Exit) Alert
- Harsh Braking Alert
- Harsh Acceleration Alert
- Rash Turning Alert

Note: Device must maintain Login session while communicating with server as per AIS-140 / guidelines.

17.4. Manual Verifications Process (by STA, Odisha):

Fitment would be validated by the STA, Odisha through physical inspection of the test vehicle(s), as per the appointment schedule selected by the VLTD manufacturer Applicant. Online report would be verified for each VLTD manufacturer. Each VLTD manufacturer must be able to demonstrate the fitment and working of the VLT device as per the requirements of the department & the AIS-140 standard.

17.5. Physical Verification of fitment centre:

- Verification of Connections of VLTD & emergency button(s) in test Vehicle(s)
- Verification of Primary source of Power & operation on internal battery (When Primary is disconnected)
- Verification of Tampering of Device & Panic buttons (Alert verification at backend)

17.6. Online Verification of reports & packets:

- Verification of Live Tracking
- Verification of Route Playback (All 3 days)
- Verification of Device Session Logs
- Verification of Packets (PVT Logs) as per Communication protocol
- Verification of Packets (Alert Logs)
- Verification of Packets (Commands Acknowledgments)

17.7. Compliance Sheet:

Sl. No.	Specification	Validation Process	Confirmation (Yes/No)
1.	Communication Protocol as per AIS-140 standards in line with Ministry of Road Transport & Highways (MoRTH) directives and notifications.	Communication protocol shall be verified through the automated testing portal.	
2.	Testing of VLTD device on test server configuration	Device functionalities including all Alerts shall be verified through the automated testing portal as per the process defined.	
3.	Fitment of the VLT device with Panic Button System, in a test passenger vehicle	Manual inspection of the test vehicle, by STA, Odisha.	
4.	Demonstration of Alert Messages as per AIS-140, when the Panic button is pressed.	Verification of the alert message at States backend system test server and test emergency response server (2 messages at two different test servers) /or as decided by STA, Odisha through the automated testing portal.	
5.	The Primary source of power for the device should be from vehicle's battery. When the device is disconnected from vehicle battery it should start operating on internal battery	A demonstration by Applicant during the time of physical inspection.	
6.	Alert on tampering and vehicle battery removal.	A demonstration by applicant during the time of physical inspection. Alerts shall be verified by the automated testing portal as per the process defined.	
7.	Device should be able to upgrade firmware, set/get IP & ports, and also respond to query & configuration of parameters, through the State Backend Application	Device functionalities shall be verified by the automated testing portal as per the process defined.	

Sl. No.	Specification	Validation Process	Confirmation (Yes/No)
8.	Device shall be capable for operating in L and/or S band and include support for NAVIC/IRNSS (Indian Regional Navigation Satellite System)	Certification from certified testing agencies, to be uploaded on the online self-registration & testing portal.	
9.	VLTD Manuals along with configuration command to get/set the parameters.	Self-Attested Manual, to be uploaded on the online self-registration & testing portal.	

Table -1

Legend:

Yes: Feature is available in the Vehicle Location Tracking Device model submitted.

No: Feature is not available in the Vehicle Location Tracking Device model submitted

- After successful evaluation intimation will be send to successful VLTD manufacturers.
- A performance guarantee shall be submitted by the successful manufacturer intending to be registered.
- Subsequent to which successful VLTD manufacturer name will be published in registered VLTD manufacturer list.

In addition to the AIS-140 standard, Transport Commissioner, Odisha recommends below features, the functionalities of which shall be verified through automated testing portal or during the time of physical inspection, as applicable.

- a. Hooter
- b. Alerts as defined in section 17.3 above.
- c. Any other alert/MIS report required by STA, Odisha, from time to time
- d. Minimum 2 emergency buttons in all passenger cars; one for passenger seat and one for driver (Mandatory). Details are in ‘Guidelines for implementation.
- e. Minimum 1 emergency button in all commercial vehicles for driver (Mandatory). Additional panic button each for additional cabin or row. Details are in ‘Guidelines for implementation’.
- f. Minimum 4-7 emergency buttons in all other public transport vehicles (Mandatory). Details are mentioned in ‘Guidelines for implementation’.
- g. The emergency buttons should be fitted in those location easily accessible to the person (driver/passenger) intended to use it. In public transport vehicles like buses the emergency buttons should preferably be fitted on the vertical pillar above the window rail below the luggage rack. Refer pic 2 and 3 in ‘Guidelines for implementation’.
- h. Speed limit set by the manufacturer/fitment centre for categorised vehicles as prescribed by the State time to time in the VLTD device.
- i. Registration number shall be updated by manufacturer/ fitment centre at the time of registration.
- j. Device should send the health packets to the State backend application as prescribed time by STA, Odisha.

- k. VLTD manufacturer will configure the area fence in VLT device shared by STA, Odisha in time-to-time basis.

18. FINAL SELECTION OF VLTD MANUFACTURER

The final selection of VLTD manufacturer will be done on the basis of fulfilling eligibility criteria as well as and operational evaluations/testing done by the Transport Commissioner, Odisha along with the Implementation Agency (IA), Performance security submission as per the clause 12 of this SOP.

Manufacturer also required to submit fitment centre details including registration fee of the fitment centre if any (not submitted at the time of application) shall be submit along with Performance security.

If any information or document provided by the manufacturer is found to be false or misleading during the evaluation process, such application would be liable for rejection and if the VLT device has been registered, its registration would be liable to be cancelled. Further, the VLTD manufacturer shall be considered for blacklisting.

19. SOP FOR IMPLEMENTATION OF VLT DEVICE

19.1. Guidelines to VLT Manufacturers

19.1.1. Regarding Vahan 4.0:

- i. The details of each VLT device (VLT device manufacturer code, device serial number, IMEI number, ICCID number and other details as notified by the Central Government/State Government) shall be uploaded on the Vahan 4.0 directly or through backend system of the State using its secure authenticated access.
- ii. The State backend system will upload the device data in Vahan 4.0 system against the respective vehicle record at the time of installation and registration/activation of VLT device.
- iii. In case of any problem in updating Vahan 4.0, it will be VLT device manufacturer's responsibility to resolve the same in consultation with the Implementation Agency.
- iv. Officials of Transport Department shall be able to verify the registration/activation/functional status of VLT device in the Vahan 4.0 / corresponding backend system of the State at the time of fitness testing.
- v. The permit holder will have option to check the installation and device working status in the Vahan 4.0 / State Backend Application / corresponding vehicle owner mobile App/interface provided by the manufacturer's backend system.
- vi. Publish VLT device details in the Vahan 4.0/ any other State system used for registration of vehicles and/or issuance of permits.
- vii. Publish alerts and health check received from VLT device in the Vahan 4.0/ any other State system used for registration of vehicles and/or issuance of permits.

19.1.2. Regarding Operational Process:

- i. For ensuring proper fitment of VLTD in vehicles, the VLTD manufacturer shall upload the Unique Identification numbers and other devices details on Vahan and in the State Backend (VLTD inventory upload), for the purposes of linking the VLT device to the

- covered vehicle. The Implementation Agency (IA) will verify random samples (3-5) from each inventory upload for key parameters before upload into State Backend Application.
- ii. The VLT device manufacturers or their authorised Fitment Centre, at the time of installation of VLT device in vehicles, shall configure the IP address and SMS gateway details in the device for sending emergency alerts to the emergency response system of the State Backend Application.
 - iii. The fitment of the VLTD device must be strictly as per the procedure / guidelines defined in AIS-140.
 - iv. The vehicles with factory fitted VLTD devices, will need to be activated by the Vehicle Manufacturer/ VLTD devices manufacturer on the State Backend Application. The list will need to be updated by the VLTD manufacturers on the State Backend along with Unique ID of VLT device, Vehicle Chassis and Engine number etc.
 - v. In case of value-added services, the VLT device manufacturer shall feed the details of the internet protocol address (IP address) of their respective manufacturer's backend system and configure each device with IP using the State Backend Application.
 - vi. The Manufacturer should provide information with regard to the VLT device fitment validity, device health status, etc to ensure execution of the order and to ensure proper fitment and functional status of the VLT device in the covered vehicles at all times.
 - vii. In compliance to the order, manufacturer must ensure proper fitment of the VLT device in the covered vehicle, to ensure that the VLT devices installed in the vehicles are in working condition and is regularly sending required data to the State Backend Application through cellular connectivity.
 - viii. Authentication of vehicle shall be done through an OTP sent on vehicle owner's registered mobile number from the State Backend Application.
 - ix. An installation certificate along with the fitment certificate and warranty certificate must be issued to the vehicle owner as owners copy and Department's copy. Fitment certificate with photo of the installed device in the vehicle, photo of the front of the vehicle with number plate, photo of the RC and a unique encrypted QR code must be provided by the manufacturer at the time of installation & fitment of the VLT in the vehicle.
 - x. An activation certificate for the VLTD from State Backend Application must be issued to the vehicle owner as owners copy and Department's copy.
 - xi. After activation of the device on the State backend the data will be available on VAHAN 4.0 VLTD maker module and/or State's backend system. The activation certificate from VAHAN 4.0 must be downloaded, duly signed & stamped by the Manufacturer/its Fitment Centre and then uploaded to the State Backend Application, along with duly signed & stamped Tax Invoice and other documents as prescribed by Transport Commissioner, Odisha from time to time. This shall enable proper checking of the vehicles for fitness certificate and for compliance of the functional requirements at Transport Commissioner, Odisha.
 - xii. In compliance to the functional requirements of the order, each VLT must send health & location data at regular intervals to the established State Backend Application.
 - xiii. VLTD manufacturer must ensure that Code of Practice for implementation of Vehicle Tracking Device, Emergency Button(s) and Command and Control Centres as per the Section-8 of the AIS 140 is strictly adhered.

- xiv. It shall be the responsibility of the vehicle owners to ensure that the VLT devices installed in their vehicles are in working condition and regularly send required data to the corresponding backend system through cellular connectivity. However, support tickets may be generated either manually by any stakeholder of the system or automatically by the State Backend Application, based on the configuration/settings/requirements of the Transport Commissioner, Odisha.
- xv. The State Backend Application shall mark the VLT device for inspection in case the VLT device sent any alert related to tampering or Battery disconnected. The vehicle owner would be required to re-verify fitment of the VLT device from the nearest RTO in presence of the VLTD manufacturer or its authorised fitment centre, in case the VLT device is marked for inspection on the State Backend Application.

19.1.3. Regarding Fitment Centre for Installation and Maintenance:

- i. Registered VLTD manufacture should provide list of their Fitment Centre in each of the districts in the state of Odisha. Such fitment centre must be registered with the Transport Commissioner, Odisha, as per the registration process defined in this document. STA shall provide login to the State Backend Application for each of the registered fitment centre. List of the fitment centre, along with their geolocations would be available on the portal of the State Backend Application / website of the department.
- ii. Registered VLTD manufacturer should have a supervisory control over fitment centre's operations and should ensure quality service to vehicle owners.

19.1.4. Fitment Centre should have the following facilities:

- i. One office in the district should be available.
- ii. Trained technicians to fit the VLT device in vehicles.
- iii. A minimum of one person with computer & internet knowledge for tagging device with State backend application
- iv. A minimum of one computer with internet connectivity & printer for printing the installation certificate
- v. A valid contact number should be given to vehicle owner to call for support.

20. SERVICE LEVEL AGREEMENT (SLA)

The VLTD manufacturer will provide directly or through fitment centre the following services as per standards mentioned below:

- i. Up time of the device and tracking should be minimum 95% calculated in the month.
- ii. If any complaint is raised by the User or system after defined time by the STA against the installed VLT device, then the concerned manufacturer/ Fitment Centre should respond within 8 hours.
- iii. For complaint classified as high, resolve within 24 hrs of reporting the complaint.
- iv. For complaint classified as medium, resolve within 48 hrs of reporting the complaint.
- v. For complaint classified as low, resolve within 72 hrs of reporting the complaint.
- vi. If more time is required, then a standby VLT should be installed and integrate temporarily and replaced once the original VLTD issues get resolved. The complaint and clarifications should be logged into the VLTD State Backend Application.
- vii. The department can anytime ask for the above i to v reports.

- viii. For every complaint pending beyond the allowed resolution time (as stated above in ii to iv), Rs 100/- (Rupees hundred only) per day per complaint shall be paid to the department which will be encashed from the Bank Guarantee and the VLTD Manufacturer shall be required to submit balance security deposit in the form of Bank Guarantee.
- ix. In case of gross irregularity i.e. if manufacturer/Fitment centre is unable to resolve minimum 75% of complaints in time or more than 25% of the vehicles have lower than 95% uptime, then the Transport Commissioner, Odisha may block the login of the VLTD manufacturer and forfeit the Performance Bank Guarantee in part / full of the VLTD Manufacturer, and also issue show cause notice of cancellation to concerned VLTD manufacturer.

20.1. Classification of High, Medium & Low Complaints

- i. **High** - Any physical damage or hardware issue which completely stops or effects the normal working of VLTD/ Error in normal & emergency data sending/ Missing or unwanted generation of Critical alerts / Issues related to Emergency buttons etc.
- ii. **Medium** - any condition which makes the device partially working like wrong update frequency, Missing or unwanted generation of Noncritical alerts, issues related to hooter/buzzer etc.
- iii. **Low** - any condition which limits certain features of the device without effecting the normal working of the VLTD like Issues related to full packet, health packets etc.

21. EXCLUSION

- i. If the ticket is raised by the user (Vehicle Owner or its representative) or system (if user don't raise the ticket within 7 days for the faulty device or not functioning) against the installed VLT device and permit holder/ Vehicle Owner not produce the vehicle at the nearest fitment centre in prescribed time by STA, Odisha fitness certificate of the permit holder / vehicle owner shall be cancelled depending upon on the condition of vehicles and same shall be update in the ticket/ nearest RTO/Support centre by the vehicle owner.
- ii. Any force Majeure occurs.

22. COMPLAINT REGISTER

If the VLT device is found to have any complaints, then it should be registered in the complaint register module of the State Backend Application to avoid false alerts. All the complaint registered should be rectified within the timeline specified in the mentioned Service Time.

23. SUBSCRIPTION RENEWAL

All manufacturers should ensure that they / their fitment centre provide a subscription renewal certificate (as owners copy and department's copy) to vehicle owners at the time of renewal of the subscription. This certificate should be produced by vehicle owner at the time of inspection for issue of Certificate of Fitness (CF) in printed or electronic format.

24. TRAINING TO FITMENT CENTER MANPOWER

All VLTD manufacturer should have master trainers who are well trained and thorough in State Backend Application. These master trainers should give training to fitment centre manpower for fitment and tagging of VLT device.

25. FITMENT OF VLT DEVICE IN SPECIFIED VEHICLES

25.1. Position of VLTD and Panic Buttons

Physical mounting of VLT device in vehicle should be as per AIS-140 section 5.3. It is mentioned as 'The VLT system shall be mounted in a suitable location such a way that it is not easily accessible/exposed to passengers'. VLT device may be fitted over the dashboard for heavy vehicles and under the dashboard for light vehicles. **The IMEI Number of VLT device should be clearly indicated above the device in such a way that it can be easily identified.** The permanent power Supply (12/24V) of the VLTD device must be connected to the vehicle battery (+Vbat) and not to the ignition (IGN). However, the non-permanent power line (12/24V) may be connected to the battery after ignition (IGN).

It has been recommended, in case of transport vehicle, to fit a minimum of 1 (for driver), and in case of passenger vehicle, 1+1 (1 for passengers and 1 for driver) to a maximum of 6+1 (6 for passengers and 1 for driver) panic buttons based on the seating capacity of the vehicles. Panic buttons for passengers may be fitted suitably in the vertical pillars on both sides of the vehicle. Additional panic buttons for ladies rows to be fitted as per the AIS140 section 5.3. Panic buttons should be easily and equally accessible to all passengers and students in the vehicle. The minimum recommended fitment may be as follows:

- Up to 7 seat : 1+1(1 for driver and 1 in back of 2nd row seat).
- 8 seat to 13 seat : 1+2(1 for driver and 1 each in 2 sides).
- 14 seat to 23 seat : 1+3 (1 for driver and 1 in right side 2nd row , 2nd in right side 2nd last row and 3rd in left side middle row).
- 24 seat and above : 1+ 4 (As shown in Figure 2)

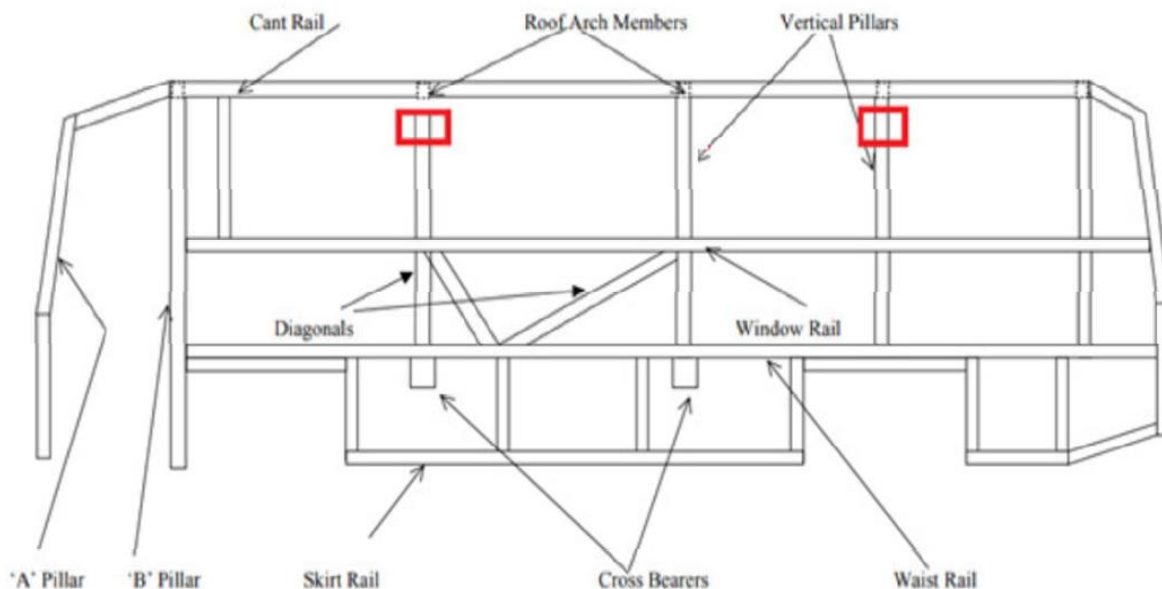


Figure 1: Panic Button positions in vertical Pillars

The above is minimum recommendation. However, the number of Panic buttons must be strictly as per the section 5.3 of the AIS-140 Amendment 2 or subsequent amendments.

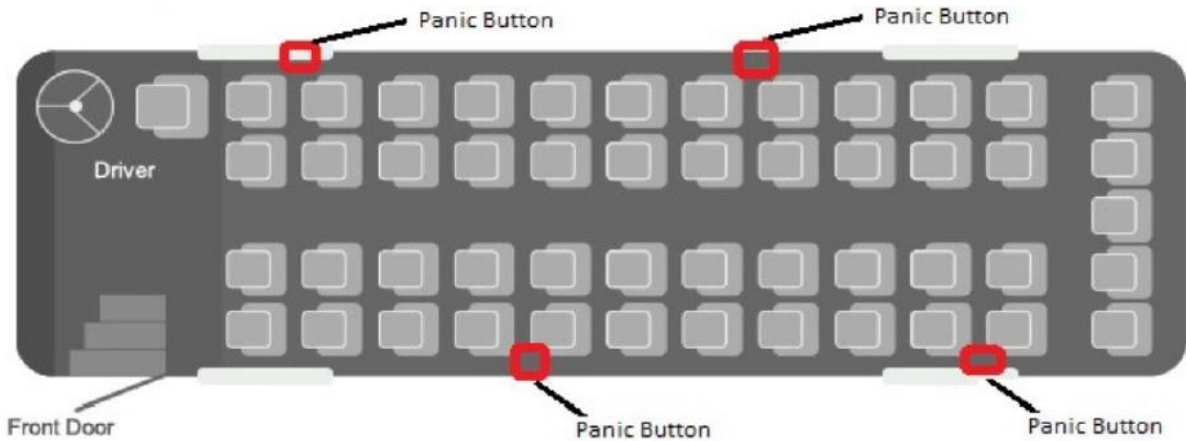


Figure 2: Indicative Panic Button positions for 49 seaters

Note: The images shown are indicative. Fitment technicians should identify best positions for panic buttons based on the seating layout and body type of the vehicle. Primary consideration should be given to accessibility and safety of passengers.

VLTD manufacturer /fitment centre shall deliver, as applicable, for fitment of the VLT devices such as wires/ cables, emergency / panic buttons and others in the fitment centre requiring for device installation in the prescribed vehicles.

25.2. Wiring of VLT and Panic buttons

VLT devices and panic buttons should be properly wired in the vehicle. Wires to panic buttons and hooter/ buzzer should be provided with proper shielding or outer covering. No wires should be exposed or seen hanging. Wires should be properly coupled and should be fire proof. All safety precautions should be taken in fitment of VLT devices and panic buttons.

25.3. Hooter / buzzer

Hooter/buzzer for emergency condition should be loud enough to be audible to passengers and nearby people outside the vehicle. It should be placed in a convenient position inaccessible by passengers.

25.4. Notice to Passengers & Public

Proper indication to passengers and public should be given in the vehicle. Stickers indicating the fitment of Vehicle Tracking Device (**Fitted with AIS-140 Vehicle Tracking System**) - may be placed at front and back side of the vehicle. Information regarding the panic button should be provided to passengers.

Messages indicating the use of Panic button e.g.: **“Press in case of Emergency. Misuse will result in penalty”**, should be placed above/below of each panic button.

The Label must be Square or Rectangular shaped having Green (Shade 221 bright green) background (Safety Color), with White Colored Text (Contrast Color) and White Graphical Symbol Color, following ANSI/ISO or equivalent Indian standard & code of practice for Safety Colors & Safety Signs.

Text “Press in case of Emergency. Misuse will result in penalty” must be available in following languages & order: Odia, Hindi & English.

The font & size must be used such that the Label is clearly visible from seats across the row. Optionally, separate label may be placed for “Instructions” with Green background and white text, following ANSI/ISO or equivalent Indian standard & code of practice for Safety Colors & Safety Signs.

The label must be approved by the department by the respective VLTD manufacturers.

25.5. Whitelisting of IP and SMS mobile number

VLTD manufacturers should ensure that the device will send data to the allowed IPs / Domain of the whitelisted IPs (& ports) only. Backend will publish the SMS gateway short code or mobile number from which the activation key and other configuration parameters may be sent. VLTD manufacturers should ensure in the firmware that the device will not respond to any SMS from any unauthorized mobile number.

26. CUSTOMER/VEHICLE OWNER SUPPORT

VLTD manufacturer should have/set up a call centre with 24/7 toll free number for vehicle owner support. Any queries regarding the VLT device or services complaints should be properly addressed and resolve. Call Center representative must be able to speak English, Hindi and Odia.

27. BLACKLISTING OF VLTD MANUFACTURER

- a) If any information or document provided by the VLTD manufacturer is found to be false or misleading during the evaluation/registration process, such application would be liable for rejection, If the VLT device has been registered, its registration would be liable to be cancelled. Further, the manufacturer shall be considered for blacklisting.
- b) In case the registered VLTD manufacturer is found to be in breach of any of the condition(s) of the SOP document or terms and conditions governing registration at any stage during the registration and operation period, the registration of its VLTDs may be withdrawn and Transport Commissioner, Odisha may, in addition, consider delisting and blacklisting the Registered manufacturer concerned for such period as deemed fit. Additionally, legal action, as per rules/laws, shall be initiated against the registered manufacturer.
- c) If VLTD manufacturer and its registered fitment centre(s) sells the VLT device to the vehicle owner at value more than the MRP registered at the time of application to the Transport Commissioner, Odisha, their registration would be liable to be cancelled. Further, the manufacturer shall be considered for blacklisting.
- d) If the VLTD device are configured with any IP outside India or is configured with any IP not whitelisted with the State Backend of the Transport Commissioner, Odisha, whether it be for value added services or for purposes of configuration or firmware updates, the VLTD manufacturer’s registration would be liable to be cancelled. Further, the Manufacturer shall be considered for blacklisting.
- e) If the random samples of the VLT devices taken from market have different components than the ones deposited with the Transport Commissioner, Odisha during the time of registration, the VLTD manufacturer’s registration would be liable to be cancelled. Further, the manufacturer shall be considered for blacklisting.
- f) Transport Commissioner, Odisha can terminate the approval of the registered manufacturer(s) at any time if it is found violating any of the provisions of the CMVR-

1989, AIS- 140, any other direction issued by the Transport Commissioner, Odisha or any other applicable law.

28. BLOCKING OF VLTD MANUFACTURER'S LOGIN

VLTD Manufacturer login shall be immediately blocked from State Backend Application in following cases:

- a) If any services/fitment centre withdraw or not operational in any District(s), VLTD manufacturer immediately report to office of Transport Commissioner, Odisha and open an alternate services/fitment centre in respective District(s) within 15 days and submit/upload the details to Office of Transport commissioner, Odisha.
- b) If the VLTD manufacturer fails to replace / open & make fully operational the Service / fitment center(s) in the required District(s) within the prescribed time.
- c) In case service/fitment centre is not reportedly working or closed for more than 10 days in any district(s), and the VLTD manufacturer fails to arrange alternate service/fitment centre within the prescribed timeline.
- d) If any complaint remains unresolved within the prescribed time as specified under the Quality of Service of this SOP.
- e) If any certification as required under this SOP or AIS-140 standard becomes invalid or is not renewed before its expiry.
- f) If manufacturer/fitment centre is unable to resolve minimum 75% of complaints in time or If more than 25% of the vehicles have lower than 95% uptime, then the login may block of the VLTD manufacturer and/or forfeit the Performance Bank Guarantee in part / full of the VLTD manufacturer and also issue show cause notice of cancellation to concerned VLTD manufacturer.

29. FORCE MAJEURE

Force Majeure means an event beyond the control of the VLTD Manufacturer and not involving the VLTD manufacturer direct fault or negligence, and not foreseeable. Such events may include acts of wars or revolutions, fires, natural disasters, terrorism, declarations of governments, change of law related to AIS-140, epidemics, quarantine restrictions, freight embargoes and VLTD installed vehicle meeting with accidents and going off road.

VLTD manufacturer shall not be liable for forfeiture/ block/ blacklist or terminate for default if the VLTD manufacturer unable to provide the support to those complaints or devices not providing the data showing last location outside of geographical area of Odisha.

30. TERMS AND CONDITIONS GOVERNING REGISTRATION

30.1. Commercial arrangement between manufacturer and their registered fitment centre and Vehicle Owners

- a) Any commercial or other arrangements/ agreements between the manufacturer/ registered fitment centre and the vehicle owners (customers)/ permit holders shall be as mutually agreed between them. The price of the registered VLT device and all other terms and

conditions including those related to warranty, AMC, nature of service, eSIM etc. shall be as mutually agreed by and between the manufacturer/ registered fitment centre and the vehicle owners/permit holders. Transport Commissioner, Odisha shall have no role, responsibility and liability in relation to the same.

- b) The registered VLTD manufacturer shall be under obligation at all times to comply with Terms and Conditions Governing Registration and adherence to all aspects of fair trade practices in its dealing with the permit holders.

30.2. Resolution Time

- a) If any complaint is raised against the installed VLT device, then the concerned manufacturer/ registered fitment centre should resolve the complaint within the time specified in the section Service Level Agreement (SLA) from the time of producing the Vehicle at the fitment centre. If more time is required, the manufacturer has to replace it with another device from the buffer. The complaint and clarifications should be logged into the Transport Commissioner, Odisha backend application.
- b) Fitment centre must be available in all districts of Odisha mandatory to get the registration certificate.
- c) Any VLTD manufacturer intends to open add-on fitment centre across the State. Manufacturer has to provide registration fee for respective fitment centre and upload all required document /details etc. through registration portal available at: <https://odishatransport.gov.in/>, <https://vltodisha.nic.in/>.

30.3. Monitoring and Audit

Once the manufacturer/ registered fitment centre is authorised/ approved, Transport Commissioner, Odisha shall have the right to monitor/audit the certified VLT devices installed in the Vehicles and the service and support provided with a view to ascertain their continued compliance with the terms and conditions governing the registration.

30.4. Cancellation of Registration

- 1) Transport Commissioner, Odisha may Cancelled the Registration if:
 - a. The manufacturer/ registered fitment centre, in the judgment of Transport Commissioner, Odisha has engaged in corrupt, fraudulent, collusive or coercive practices, in executing the Contract; or
 - b. Any representation made by the manufacturer in the application is found to be false or misleading.
 - c. The manufacturer/ registered fitment centre commits any breach of the Contract and fails to remedy or rectify the same within the period decided by the Transport Commissioner, Odisha.
 - d. If any fault is found or any complaint received from end user /vehicle owners, then Transport Commissioner, Odisha may take actions against the registered manufacturer/Fitment Centre and have the right to suspend or cancel the registration of VLTD vendor and/or of that particular VLT model.
 - e. If VLTD manufacturer/Fitment centre involved in any litigation, investigation, any criminal cases or proceeding on or before any arbitrator or Government Authority arises during the application/registration process and registration period against the Company or

any Subsidiary, or any director or officer thereof or against any of their respective properties or revenues with respect to any of the Loan Documents or any of the transactions contemplated hereby or thereby, his performance security shall be forfeited.

- f. In case registered VLTD manufacturer have been blacklisted by any Central / State Government Department or Public Sector Units (PSUs) or any other Government (Central / State / PSU/ ULBs/Smart Cites SPV (Special Purpose Vehicles) during the application/registration process and registration period, his performance security shall be forfeited.

30.5. Liability

VLTD manufacturer/ registered fitment centre shall be liable and responsible for performance of the VLT devices supplied to the Vehicle owners for the entire period of warranty and Maintenance.

30.6. Jurisdiction

Any issues related to registration of VLT device or licensing of agencies are governed by the laws established in India and competent to deal with disputes, if any, arising out, the court in Cuttack, Odisha alone have jurisdiction to lay any matter relating to this registration.

30.7. Use of Trademark/ Logo of

VLTD manufacturer shall not use the State Transport Authority, Govt. of Odisha logo or any other trademark, symbol, or icon on or in connection with the registered VLT devices or any of the manufacturers VLT devices including those on its packaging, manuals, promotional and/or advertising materials, or for any other purpose without an express written permission from Transport Commissioner, Odisha.

30.8. Compliance with Applicable Laws

The registered manufacturer of approved VLTDs shall be responsible to comply with all Applicable Laws.

30.9. Indemnity

The registered manufacturer agrees to indemnify and hold harmless Transport Commissioner, Odisha and subordinate officers from and against:

- a) All third party claims of infringement of patent, trademark/copyright or industrial design rights arising from the use of the supplied software/ hardware and related services or any part thereof.
- b) All consequences and liabilities arising out of or in any way connected with the Applicant's negligence, fault, nuisance, breach and failure to perform its obligations under or pursuant to the registration process.
- c) Any accident, death, loss of property, damages suffered/caused, injury caused or suffered, or any other claim/s, suit/s or legal proceedings initiated by any person arising out of or in relation to the registered AIS-140 VLTDs supplied or related services provided by the registered manufacturer.
- d) The use or misuse by or on behalf of the registered manufacturer of the trademark, symbol, logo, or icon of Transport Commissioner, Odisha otherwise than in accordance with the Terms and Conditions Governing Registration.

30.10. Dispute Resolution

In case of any dispute of technical nature the decision of Transport Commissioner, Odisha shall be final and binding on registered manufacturer/Fitment Centre

30.11. Notice

Any notice or other communication to be given by a party to the other under, or in connection with the matters contemplated by or under the registration shall be in writing and shall be delivered by hand/ registered post/ courier at the notified address of the party concerned and also send email only through registered/official email ID.

30.12. Prohibition of Assignment

The registration of AIS-140 VLTD under this process is not assignable by the registered manufacturer to any third party. If found doing so, it shall result in termination of registration of all its VLTDs.

30.13. Language

All notices required and all other communications, documentation and proceedings which are in any way relevant to the registration, or the Registration Process shall be in writing and in English language.

30.14. Fraud and Corrupt Practices

- a) The registered manufacturer and their respective officers, employees, agents and advisers shall observe the highest standard of ethics during the Registration Process. Notwithstanding anything to the contrary contained herein, Transport Commissioner, Odisha may (a) reject an application, and/or (b) cancel the VLTD registration, without being liable in any manner whatsoever to the applicant if it determines that the registered manufacturer has, directly or indirectly or through an agent, engaged in corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice during or in relation to the Registration Process.
- b) Without prejudice to the rights of the Transport Commissioner, Odisha under this clause, if registered manufacturer is found by the department to have directly or indirectly or through an agent, engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice during the Registration Process, Transport Commissioner, Odisha may black list such registered manufacturer and in such event the registered manufacturer shall not be eligible to participate in any tender or RFQ or Registration Process document issued by or on behalf the Transport Commissioner, Odisha during the period specified by Transport Commissioner, Odisha in this behalf.
- c) For the purposes of this clause, the following terms shall have the meaning hereinafter respectively assigned to them:
 - i. “corrupt practice” means the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence the actions of any person connected with the Registration Process;
 - ii. “fraudulent practice” means a misrepresentation or omission of facts or suppression of facts or disclosure of incomplete facts, in order to influence the Registration Process;

- iii. “coercive practice” means impairing or harming or threatening to impair or harm, directly or indirectly, any person or property to influence any person’s participation or action in the Registration Process;
- iv. “undesirable practice” means establishing contact with any person connected with or employed or engaged by the Transport Commissioner, Odisha with the objective of canvassing, lobbying or in any manner influencing or attempting to influence the Registration Process; and
- v. “Restrictive practice” means forming a cartel or arriving at any understanding or arrangement among manufacturer with the objective of restricting or manipulating a full and fair competition in or pursuant to the Registration Process.

30.15. Waiver

- a) Waiver by Transport Commissioner, Odisha of any default by the registered manufacturer in the observance and performance of any provision of or obligations of or under the Registration Process or the Terms and Conditions Governing Registration:
 - i. shall not operate or be construed as a waiver of any other or subsequent default hereof or of other provisions of or obligations under this process;
 - ii. shall not be effective unless it is in writing and executed by Transport Commissioner, Odisha; and
 - iii. Shall not affect the validity or enforceability of the Terms and Conditions Governing Registration in any manner.
- b) Neither the failure by Transport Commissioner, Odisha to insist, on any occasion, upon the performance of the terms, conditions and provisions of this Registration Process or any obligation hereunder nor time or other indulgence granted by Transport Commissioner, Odisha to the applicant shall be treated or deemed as waiver of such breach or acceptance of any variation or the relinquishment of any such right hereunder.

30.16. Severability

If any reason whatever any provision of the Terms and Conditions Governing Registration is or becomes invalid, illegal or unenforceable or is declared by any court of competent jurisdiction or any other instrumentality to be invalid, illegal or unenforceable, the validity, legality or enforceability of the remaining provisions shall not be affected in any manner, and Transport Commissioner, Odisha would at its option either work out new provision to replace such invalid, unenforceable or illegal provision, as nearly as is practicable to such invalid, illegal or unenforceable provision or delete the invalid, illegal or unenforceable provisions and the rest of the terms and conditions shall continue to remain valid and enforceable.

30.17. Successors and Assigns

This arrangement shall be binding upon and inure to the benefit of Transport Commissioner, Odisha and the VLTD manufacturer being the parties to this arrangement.

31. ANNEXURES

31.1. Annexure 1: Power of Attorney for Signing of Application

(Undertaking on Non – judicial stamp paper of Rs.100/- duly notarized by the Notary Public)

Power of Attorney

Know all men by these presents, we _____ *(name and address of the registered office)* do hereby constitute, appoint and authorize Mr. / Ms. _____ *(name and residential address)* who is presently employed with us and holding the position of _____ as our attorney, to do in our name and on our behalf, all such acts, deeds and things necessary in connection with or incidental to our application for the process for “Registration and Operation of VLT device, VLTD manufacture and their Fitment Centre for all the vehicles as prescribed under rule 125H, 129 and 90 of CMVR 1989 registered in Odisha.” including signing and submission of all documents and providing information / responses to Transport Commissioner, Odisha representing us in all matters before Transport Commissioner, Odisha, and generally dealing with Transport Commissioner, Odisha in all matters in connection with our application for the said registration.

We hereby agree to ratify all acts, deeds and things lawfully done by our said attorney pursuant to this Power of Attorney and that all acts, deeds and things done by our aforesaid attorney shall and shall always be deemed to have been done by us.

For

Signature)

(Full Name and Address)

Accepted

Signature

(Name, Title and Address of the Attorney)

NOTE:

- The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executant(s) and when it is so required the same should be under common seal affixed in accordance with the required procedure.
- In case the document is signed by a Partner / authorised Director of the Applicant, a certified copy of the appropriate resolution / document conveying such authority may be enclosed in lieu of the Power of Attorney.

31.2. Annexure 2: Turnover and Net worth

(To be printed on Chartered Accountant Letter Head and Signed and Stamped by Chartered Accountant)

To,
 The Transport Commissioner,
 6th Floor, Rajaswa Bhawan,
 Cuttack-753002
 Odisha

Date: _____

Sub: Turnover and Net worth

Sir,

With reference to your document No. dated....., I <..... Name of the Chartered Accountant.....> certifying that <.....Manufacturer Name.....> has cumulative turnover business in India of Rs. 5 Crore in last three completed financial years with positive net worth as mentioned in below table as required to apply for "Registration and Operation of VLT Device, VLTD manufacture and their Fitment Centre for all the vehicles as prescribed under rule 125H, 129 and 90 of CMVR 1989 registered in Odisha."

Financial Year	Turn Over	Net worth
Financial Year -01		
Financial Year -02		
Financial Year -03		
Cumulative Total		

Sincerely,

Name of the Chartered Accountant:

Registration No.:

Signature of the Chartered Accountant:

Phone Number:

FAX:

Email:

Address with Pin Code:

31.3. Annexure 3: Undertaking for Non-Blacklisting

(Undertaking on Non – judicial stamp paper of Rs.100/- duly notarized by the Notary Public)

Undertaking

I, M/s. (Manufacturer name),
(.....registered office.....) hereby certify and confirm that we or any of our directors / partners are not barred or blacklisted by any Central/State Government or Public Sector Units (PSUs) or Transport Commissioner, Odisha from participating in registration and operation of VLT Device, VLTD manufacture and their Fitment Centre for all the vehicles as prescribed under rule 125H, 129 and 90 of CMVR 1989 registered in Odisha." as on the application date.

We undertake that, in the event of us or any of our directors/ promoters being blacklisted / barred at any time post the date of this undertaking, we shall intimate Transport Commissioner, Odisha of such blacklisting.

We further confirm that we are aware as per SOP document no..... dated our application would be liable for rejection in case any misrepresentation is made or discovered with regard to the requirements of this SOP document at any stage of the Process or thereafter the registration will be liable for termination and Transport Commissioner, Odisha may take appropriate action against us.

Dated this _____ Day of _____

Name of the Manufacturer: _____

Signature of the Authorised Signatory of Manufacturer: _____

Name of the Authorised Signatory of Manufacturer: _____

Address with Pin Code: _____

31.4. Annexure 4: Undertaking for No Litigation

(Undertaking on Non – judicial stamp paper of Rs.100/- duly notarized by the Notary Public)

Undertaking

With reference to the document No. dated..... We have fully understood the requirements of the process for "Registration and Operation of VLT Device, VLTD manufacture and their Fitment Centre for all the vehicles as prescribed under rule 125H, 129 and 90 of CMVR 1989 registered in Odisha." we are confirming that we have no litigation, investigation, any criminal cases or proceeding before any arbitrator or Governmental Authority is pending against the Company or any Subsidiary or any director or officer thereof or against any of their respective properties or revenues with respect to any of the Loan Documents or any of the transactions contemplated hereby or thereby. our application would be liable for rejection in case any misrepresentation is made or discovered with regard to the requirements of this SOP document at any stage of the Process or thereafter the registration will be liable for termination and Transport Commissioner, Odisha may take appropriate action against us.

Dated this _____ Day of _____

Name of the VLTD Manufacturer: _____

Signature of the Authorised Signatory of Manufacturer: _____

Name of the Authorised Signatory of Manufacturer: _____

Address with Pin Code: _____

31.5. Annexure 5: Undertaking for Data Privacy

(Undertaking on Non – judicial stamp paper of Rs.100/- duly notarized by the Notary Public)

Undertaking

With reference to the document No. _____ dated _____ We have fully understood the requirements of the process for "Registration and Operation of VLT Device, VLTD manufacture and their Fitment Centre for all the vehicles as prescribed under rule 125H, 129 and 90 of CMVR 1989 registered in Odisha." we are confirming that our Backend application and data will be maintained in servers located in India only and we will ensure the privacy of the data/information stored related to VLTDs / Vehicles / vehicle owner etc. in our server. Our application would be liable for rejection in case any misrepresentation is made or discovered with regard to the requirements of this SOP document at any stage of the Process or thereafter the registration will be liable for termination and Transport Commissioner, Odisha may take appropriate action against us.

Dated this _____ Day of _____

Name of the VLTD Manufacturer: _____

Signature of the Authorised Signatory of Manufacturer: _____

Name of the Authorised Signatory of Manufacturer: _____

Address with Pin Code: _____

31.6. Annexure 6: Self-declaration for Integration Compliance

(To be printed on Manufacturer's Letter Head and Signed by Authorised Signatory of Manufacturer)

To,
The Transport Commissioner,
6th Floor, Rajaswa Bhawan,
Cuttack-753002
Odisha

Date: _____

Sub: Self declaration for integration compliance

Sir,

With reference to this document No. _____ dated _____ We have fully understood the requirements of the process for "Registration and Operation of VLT Device, VLTD manufacture and their Fitment Centre for all the vehicles as prescribed under rule 125H, 129 and 90 of CMVR 1989 registered in Odisha." we are confirming that the VLT device(s) applied for registration will have features to customize integration with State backend application as prescribed in this document and as per Transport Commissioner, Odisha, requirement. our application would be liable for rejection in case any misrepresentation is made or discovered with regard to the requirements of this SOP document at any stage of the Process or thereafter the registration will be liable for termination and Transport Commissioner, Odisha, may take appropriate action against us.

Sincerely,

Signature of authorised signatory of Manufacturer:

Name of authorised signatory of Manufacturer:

Designation of the authorised signatory of Manufacturer:

Phone Number:

FAX:

Email:

Address with Pin Code:

31.7. Annexure 7: Self declaration for selling of only AIS-140 compliance VLTD model
(To be printed on Manufacturer's Letter Head and Signed by Authorised Signatory of Manufacturer)

To,
The Transport Commissioner,
6th Floor, Rajaswa Bhawan,
Cuttack-753002
Odisha

Date: _____

Sub: Self declaration for selling of only AIS-140 compliance VLTD model

Sir,

With reference to this document No. _____ dated _____ We have fully understood the requirements of the process for "Registration and Operation of VLT Device, VLTD manufacture and their Fitment Centre for all the vehicles as prescribed under rule 125H, 129 and 90 of CMVR 1989 registered in Odisha." we are ensuring that our all fitment centre shall be authorised to sell only AIS-140 compliance registered VLTD model in Odisha, we have currently <.....No. of fitment centre.....> available in Odisha as enclosed in appendix-1. In case any misrepresentation is made or discovered with regard to the requirements of this SOP document at any stage of the Process or thereafter the registration will be liable for termination and Transport Commissioner, Odisha, may take appropriate action against us.

Sincerely,

Signature of authorised signatory of Manufacturer:

Name of authorised signatory of manufacturer:

Designation of authorised signatory of manufacturer:

Phone Number:

FAX:

Email:

Address with Pin Code:

Appendix-1

Sl. No.	Fitment Centre Name	District Name	Complete Address	Name of authorised Person of Fitment centre	Contact details of fitment centre	GST Number of fitment centre	PAN
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
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25							
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27							
28							
29							
30							

Sign and stamped of authorised signatory of Manufacturer:

31.8. Annexure 8: Self Declaration for trained manpower for fitment of VLT device
(To be printed on Manufacturer's Letter Head and Signed by Authorised Signatory of
Manufacturer)

To,
The Transport Commissioner,
6th Floor, Rajaswa Bhawan,
Cuttack-753002
Odisha

Date: _____

Sub: Self Declaration for trained manpower for fitment of VLT device

Sir,

With reference to this document No. _____ dated _____ We have fully understood the requirements of the process for "Registration and Operation of VLT Device, VLTD manufacture and their Fitment Centre for all the vehicles as prescribed under rule 125H, 129 and 90 of CMVR 1989 registered in Odisha." we are ensuring that <.....*Manufacturer name*.....> will provide/trained manpower at our all fitment centre for fitment of VLT device and its activation/ integration with State Backend application, our registration would be liable for rejection in case any misrepresentation is made by us or discovered with regard to the requirements of this SOP document at any stage, Transport Commissioner, Odisha, may take appropriate action against us.

Sincerely,

Signature of the authorised signatory:
Name of the authorised signatory:
Designation of the authorised signatory:
Phone Number:
FAX:
Email:
Address:

31.9. Annexure 9: Self Declaration for infrastructure requirement for fitment centre.

(To be printed on Manufacturer's Letter Head and Signed by Authorised Signatory of manufacturer)

To,
The Transport Commissioner,
6th Floor, Rajaswa Bhawan,
Cuttack-753002
Odisha

Date: _____

Sub: Self declaration for minimum infrastructure requirement for fitment centre.

Sir,

With reference to this document No. _____ dated _____ We have fully understood the requirements of the process for "Registration and Operation of VLT Device, VLTD manufacture and their Fitment Centre for all the vehicles as prescribed under rule 125H, 129 and 90 of CMVR 1989 registered in Odisha." we are ensuring that all fitment centre will fulfil the minimum infrastructure requirement as per terms and conditions of this SOP document, our registration would be liable for rejection in case any misrepresentation is made by us or discovered with regard to the requirements of this SOP document at any stage, Transport Commissioner, Odisha, may take appropriate action against us.

Sincerely,

Signature of the authorised signatory:

Name of the authorised signatory:

Designation of the authorised signatory:

Phone Number:

FAX:

Email:

Address:

31.10. Annexure 10: Self declaration of Fitment Centre

(To be printed on Manufacturer's Letter Head and Signed by Authorised Signatory of Manufacturer)

To,
The Transport Commissioner,
6th Floor, Rajaswa Bhawan,
Cuttack-753002
Odisha

Date: _____

Sub: Self declaration of all fitment centre is not punished for any offence

Sir,

With reference to this document No. _____ dated _____ We have fully understood the requirements of the process for "Registration and Operation of VLT Device, VLTD manufacture and their Fitment Centre for all the vehicles as prescribed under rule 125H, 129 and 90 of CMVR 1989 registered in Odisha." we are confirming that our Fitment Centre is not punished for any offence or any representative of that entity is not convicted for any offence or any criminal cases is/are not pending before competent court, our application would be liable for rejection in case any misrepresentation is made or discovered with regard to the requirements of this SOP document at any stage of the Process or thereafter the registration will be liable for termination, and Transport Commissioner, Odisha, may take appropriate action against us or against our fitment centre.

Sincerely,

Signature of the authorised signatory of Manufacturer:
Name of the authorised signatory of Manufacturer:
Designation of the authorised signatory of Manufacturer:
Phone Number:
FAX:
Email:
Address with Pin Code:

31.11. Annexure 11: Bank Guarantee Format of Performance Security

Beneficiary: Transport Commissioner, Odisha

Date: [Insert date of issue of BG].....**PERFORMANCE BANK GUARANTEE No.:** [Insert guarantee number] **PERFORMANCE BANK GUARANTEE Amount:** [Insert guarantee amount]**Manufacturer:** [Insert manufacturer Name and Address]/.....**Guarantor:** [Insert name and address of the issuing Bank].....

1. The Manufacturer named above has entered into above referred contract with the Beneficiary, for the supply of VLT and / or Services as defined in the said VLT manufacturer registration. According to the conditions of the VLTD manufacturer/Fitment Centre registration, a performance security is required to be furnished by the manufacturer to the Beneficiary for due performance of the contract.
2. At the request of the Applicant, we as Guarantor, hereby irrevocably undertake to pay the Beneficiary any sum or sums not exceeding in total an amount of Rs...../- (for Manufacturer) Rupees only], upon receipt by us of the Beneficiary's demand stating that the manufacturer is in breach of its obligation(s) specified in the registration document, without the Beneficiary needing to prove or to show grounds for your demand or the sum specified therein.
3. We do hereby undertake to pay the amount due and payable under this Guarantee without any demur, merely on a demand from the Beneficiary / Government. Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this Guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs/- (Rupees only)
4. We undertake to pay the Government any money so demanded notwithstanding any dispute or disputes raised by Manufacturer in any suit or proceeding pending before any Court or Tribunal relating thereto liability under this present being absolute and unequivocal.
5. The payment so made by us under this Bond shall be a valid discharge of our liability for payment there under and the manufacturer shall have no claim against us for making such payment
6. We further agree that the Guarantee here in contained shall remain in full force and effect during the period that would be taken for the performance of the said Contract including Guarantee/ Warrantee period and that it shall continue to be enforceable till all the dues of the Government under or by virtue of the said Contract have been fully paid and its claims satisfied or discharged.
7. We further agree with Government that the Government shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and condition of the said Contract or to extend time of performance by the said Manufacturer/Fitment Centre from time to time or to postpone any time or from time to time powers exercisable by the Government against the said manufacturer/ Fitment

Centre and to forbear or enforce any of the terms and condition relating to the said Contract and we shall not be relieved from our liability by reason of any such variation, or only extension being granted to the said manufacturer or for any forbearance, act or omission on the part of the Government or any indulgence by the Government to the said manufacturer or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.

8. Notwithstanding anything contained herein above our liability under the Guarantee is restricted to Rs. and shall remain in force until
9. This Guarantee will not be discharge due to be change in the constitution of the Bank or the VLTD manufacturer.
10. We lastly undertake not to revoke this Guarantee during its currency except with the previous consent of the Government in writing.

Dated.....

For.....

(Indicate the name of the Bank)

Signature.....

Name of the Officer

Designation of the officer.....

Code no.....

Name of the Bank and Branch.....

=====END OF THIS DOCUMENT=====