

**SOP for Enlisting Vehicle Manufacturer
Approved VLT Manufacturers
In
State of Meghalaya**



— Meghalaya Transport Department —

1. General

- a) As per CMVR 125H, VLTD with emergency button needs to be installed in New Public Service Vehicles (PSV) from Jan 1, 2019. As per MORTH Guidelines (dated 15th January 2020 and S.O. 5453 (E).
 - i) **“For ensuring proper fitment of VLTD in vehicles, In case of new vehicles where the VLT device is installed by the vehicle manufacturer, then the above process shall be undertaken by the vehicle manufacturer/ or their authorized agency.”**
 - ii) ***The Unique identification number and others details of each VLT device shall be uploaded on the VAHAN database by the Vehicle manufacturer or its authorized agency, in case of New Vehicles using their secured authenticated access.***
- b) Transport Department, Govt. of Meghalaya envisages to implement a Backend control centre as per AIS-140 to track the public transport vehicles in Meghalaya through BSNL. The objective of the project is to introduce a tracking system as required for implementation of central notifications for continuous monitoring of public transport vehicles for better road safety and better support for enforcement services
- c) The Transport department Govt. of Meghalaya intends to enlist VLTD manufacturers approved by Vehicle manufacturers to enable entry of this data in VAHAN and also the state VLTD backend provided by BSNL.
- d) As per MoRTH guidelines dated 15th January 2020, new public service vehicles shall not be registered in the State/UT if the vehicles are not equipped with or fitted with vehicle location tracking device and one or more emergency buttons, in compliance with the CMVR in the State of Meghalaya.
- e) The specified public service vehicle owners have to ensure that the VLT devices installed in their vehicles, are in working condition and regularly send required data to the corresponding Monitoring Centre through cellular connectivity.
- f) The State of Meghalaya shall enforce fitment/functional status of device at the time of registration/ permit issuance/ renewal / fitness check of the vehicle in VAHAN / permit system (for PSV and National permit vehicle) and the State/UT Monitoring System from **26th October, 2020.**

2. Criteria

The objective of VLTD approved by Vehicle manufacturer's registration is to avail good quality VLT devices and after sales services from VLTD manufacturers and its authorised channel for Sales /after sales services. Transport Department, Govt. of Meghalaya will publish the list of registered VLTD manufacturers from time to time.

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Transport Department, Govt. of Meghalaya will evaluate the application on the following criteria:

Evaluation Criteria

S. No.	Criteria	Required Documents
1	The Manufacturer should be a registered company in India under the Companies Act, 1956/2013.	Certification of incorporation
2	The Manufacturer/RFC should not be blacklisted by any Central/ State agencies in India.	Self-declaration by the manufacturer signed by the authorized signatory
3	The VLT model which Manufacturer intends to submit for registration must be certified according to AIS-140 standard by CMVR Test agency	Copy of relevant certificate(s)
4	Only Vehicle Manufacturer Approved VLT Manufacturers and their approved AIS-140 VLT device models will be allowed to participate in registration.	Copy of Certificate/ authorization from Vehicle Manufacturer for vehicle model(s) for AIS-140 approved VLTD model.
5	The Manufacturer shall agree to open an Office in Meghalaya within one month, once the Manufacturer is registered.	Self-declaration by the manufacturer signed by the authorized signatory
6	3 Year balance sheet and income tax return, and PAN and GST registration number of manufacturer	Copy of relevant Certificate(s)
7	PAN and GST registration number of RFC	Copy of relevant Certificate(s)
8	Manufacturer Authorization for RFC	Authorization of Manufacturer signed by the authorized signatory
9	Type of approval from test agencies (ARAI /CIRT/ICAT /VRDE/ CFMTTI /IIP/GARC)	Copy of relevant Certificate(s)
10	COP or authorization from test agencies (ARAI /CIRT/ICAT /VRDE/ CFMTTI /IIP/GARC), as per AIS 140 (if applicable)	Copy of relevant Certificate(s)
11	In-house hardware design and device software with own manufacturing facilities for on – board VTD in India (Make in India) for at least 12 months prior to the Proposal Due Date. OR Its own hardware design and device software with an arrangement with a dedicated outsourced manufacturing facility established in India (Make in India) for at least 12 months prior to the Proposal Due Date.	Affidavit on non-judicial stamp paper of Rs. 100/-

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S. No.	Criteria	Required Documents
12	Applicant must have installed at least 500 AIS 140 certified VLTD	Purchase Order/ Contract copies/ Invoices evidencing that the Applicant has supplied at least 500 AIS 140 comply VLT device's. The Figure will be taken from VAHAN database to validate.
13	The Applicant shall be in existence for a period of not less than 3 years (From the date of application).	Certificate of Incorporation / Certificate for Commencement of Business.
14	Quality certification <ul style="list-style-type: none">Valid ISO 9001:2015 certificate	Certificate Copy
15	Local Support in Meghalaya	The applicant should have dealer/service centre at all the RTOs District and should provide complete address (verification of address can be done by the competent authority)

Note- A factory visit of Vehicle Manufacturer Approved VLT Manufacturers and the Support centres in Meghalaya may be done by the transport department to verify the credentials.

The Manufacturer must submit all the certified and authenticated documentary proof for meeting the evaluation criteria. Such documents may include AIS140 certification for submitted model and other credentials.

In addition to the standard following are the recommended features: -

- A. Alert on tampering and vehicle battery removal (Mandatory) as per AIS-140
- B. GPS odo distance and Geofence entry/exit alerts (Mandatory). Distance field to be added at the end of each PVT data and Geofence entry/exit data to be added as additional alert message.
- C. Alert in case of geo fencing violation (Mandatory)

3. Compliance Demonstration

Compliance against the operational specifications below needs to be submitted by the Applicant. The same should be subjected to demonstration by the Applicant and/or testing by Transport Department, Govt. of Meghalaya or any agency as per Govt. of Meghalaya for validation, as per points mentioned below:-

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Sl. No.	Specification	Validation Process	Confirmation (Yes/No)
1	Communication Protocol as per AIS140 standards in line with Ministry of Road Transport & Highways (MoRTH) directives and notifications.	Device functionalities to be demonstrated by the Applicant at the time of submission	
2	Demonstration of test server configuration on the Transport Department, Govt. of Meghalaya BSNL backend system. (All key functionality as per AIS-140)	Acknowledgement of test command given to device and display of Tracking message at Transport Department, Govt. of Meghalaya BSNL backend system	
3	Fitment of the VLT device with Panic Button System, in a test passenger vehicle	Demonstration and connection, in the test vehicle	
4	Demonstration of Alert Messages and other parameters as per AIS-140, when the Panic button is pressed.	Demonstration of the alert message at Transport Department, Govt. of Meghalaya BSNL backend system test server and emergency response server (2 messages at two different servers)	
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 together with supporting document as under: AIS-140 Certification.	
6	Alert on tampering and vehicle battery removal.	A demonstration by Applicant together with supporting document as under: AIS-140 Certification	
7	Device should meet all the features prescribed as per AIS-140	A demonstration by Applicant	
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	

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Sl. No.	Specification	Validation Process	Confirmation (Yes/No)
9	GPS odometer distance and Geofence entry/exit alerts (Mandatory). Distance field to be added at the end of each PVT data and Geofence entry/exit data to be added as additional alert message.		
10	Alert in case of geo fencing violation (Mandatory)		

4. Registration fee:

The application shall be submitted along with registration fee of Rs. 10,000/- (Rupees ten thousand only). It can be submitted online in favour of "Transport Commissioner Shilong" payable at Shilong for each VLT model. For VLT models being submitted for registration, the manufacturer shall submit an additional fee of Rs. 10000/- (Rupees ten thousand only) for each model. The registration fees paid to Transport Department, Govt. of Meghalaya will not be refundable. An application not accompanied by the aforesaid payment shall be considered as non-responsive and will be rejected.

5. Submission of Application

- A. All communications and proceedings shall be in English language only.
- B. The interested Vehicle Manufacturer Approved VLT Manufacturers would need to submit an application as per annexure A, along with
 - The application shall be submitted along with registration fee of Rs. 10,000/- (Rupees ten thousand only). It can be submitted through demand draft in favour of "State Transport Commissioner Meghalaya" payable at Shilong for each VLT model. The application submitted by the Vehicle Manufacturer Approved VLT Manufacturers shall be submitted within 10 days of the publication of this SOP. Subsequently submission date for second phase of the application shall be uploaded on Transport Department, Govt. of Meghalaya website.
 - A performance guarantee of Rs 5,00,000/- (Five lakhs only) shall be submitted for the manufacturer registration. 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.

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- C. Un-signed and un-sealed application shall not be accepted.
- D. All pages of the application and documents being submitted must be signed and sequentially numbered by the Manufacturer.
- E. Ambiguous applications will be out-rightly rejected.
- F. Applications not submitted as per the format will be rejected straight away.
- G. 2 Sample devices for VLTD Model applied for.
- H. No deviations from the specifications will be accepted.

6. Address for Submission of Application:

Meghalaya Transport Commissioner Office
Shillong, Meghalaya 793014