

**Request for Pre-Qualifications ("RFQ") for Public Taxi Service Operating
Agreements in Makkah City Phase 2**

**RFQ Release Date: 31-December 2024
RFQ Closing Date: 12- March 2025**

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Disclaimer and Important Notes

The information contained in this Request for Pre-Qualification ("RFQ") has been prepared by General Transport Centre for Makkah City and Holy Sites (the "Center" or "GTC") which represents the Royal Commission for Makkah City and Holy Sites (the "Royal Commission" or "RCMC") and is furnished solely for the purpose of assisting the Applicants in making their own evaluations of the Project. The information contained in this RFQ does not purport to be all-inclusive or to contain all the information that the Applicants may require or desire in relation to the Project.

Whilst the information contained in this RFQ has been prepared in good faith, it does not purport to be comprehensive, nor does it purport to have been independently verified. Neither GTC, RCMC, nor their respective directors, officers, members, employees, agents or advisors make any express or implied representation or warranty with respect to the veracity, adequacy, accuracy, reasonableness or completeness of the information contained in this RFQ, with respect to the information on which it is based or in respect to any written or oral information or representation given or made, or to be given or made, by GTC or RCMC or any of their advisors to any Applicant, company or to its professional advisors, whether given or made prior to or after the issue of this RFQ (collectively, the "Information").

RCMC, GTC, their directors, officers, members, employees, agents and advisors hereby expressly disclaim any and all liability arising out of or in relation to the Information (including in relation to omissions therefrom) and in respect of the use of and/or reliance on such Information by individual, companies or consortia and/or its their advisors.

Nothing contained herein, or in any other communication made between RCMC or GTC and any other party shall be taken as constituting agreement or representation that the Project shall be offered in accordance herewith or at all to such other party or any Applicant.

GTC reserves the right, in its absolute discretion, at any time and for any reason, to change the structure and timing of the tender process, to amend the information contained in this RFQ and to revise or terminate this RFQ and cancel the RFQ process as a whole by notice to Applicants at any time following issuance. Neither RCMC, nor GTC, or any other government entity shall have any liability for any costs or expenses that may be incurred as a direct or indirect consequence of Applicants taking part in this process (including the preparation and submission of SOQs).

Applicants should make their own investigations, projections and conclusions and consult their own advisors to independently verify the information contained herein.

1. Introduction

The Royal Commission for Makkah City and Holy Sites (the "Royal Commission" or "RCMC"), represented by the General Transport Center for Makkah City and Holy Sites (the "Center" or "GTC") is pleased for companies to submit their Statement of Pre-Qualification (SOQ) for the proposed Public Taxi Service Operations in Makkah City (hereby referred to as the "Project").

The Center intends to procure new public taxi services that will address the identified supply gap and overall quality requirements, by awarding taxi service operating agreements to a limited number of operators, based on an international competitive tender process. This request for pre-qualifications document represents the second stage of selection, whereby SOQs would be expected from private sector participants who showed interest in taking part in this "first of its kind" tender in the Kingdom.

SOQs of interested Applicants should be provided as per the requirements stated in Section 6 of this document.

2. Project Context

1.

2.1. Project Overview

The Center aims at overseeing the transportation activities in Makkah City, having as key objective to provide transportation services at a high-quality level and affordable cost, while also considering improved operational performance and environmental aspects and integration with the wider transport network.

Public taxi services are a key and complementary component of the public transport ecosystem in the cities of the Kingdom. Providing passengers with safe, integrated, sustainable, timely, and affordable transportation services all throughout the journey is deemed one of the most important factors in developing the socio-economic activity and providing service to passengers.

The future services envisaged as part of the new operating agreements will potentially include (without being limited to):

- Operation of a new taxi service across the city
- Implementation of high service standards in terms of quality, safety and reliability
- Provision of trained workforce and training, upskilling and capability development of local / expat personnel
- Provision of end-to-end fleet maintenance services
- Implementation of information systems to manage the taxi service.

Consequently, the Center has launched a tendering process with the aim to identify, and subsequently pre-qualify, several experienced taxi service operators, management companies and/ or investors in the taxi ecosystem to help shape a future business model for operating a high-quality taxi service in the city. This RFQ has been developed for entities to facilitate discussions related to Public Taxi Service Operating Agreements in Makkah City, and to demonstrate required capabilities to deliver the Project, allowing the top candidates to pre-qualify for the RFP stage.

2.2. Summary of Available Opportunity

This section of the RFQ provides a briefing of the opportunity at hand.

Makkah City is located in Makkah Region, with a population of around 2.4 million in 2022, and with approximately 10 million overnight visitors during the same year. According to City projections, it is expected that population would increase to 2.6 million by 2030 with also a significant anticipated growth in the number of visitors, reaching around 45 million by the same year.

As of June 2023, the city is served by 302 licensed taxi service providers (both companies and individual drivers), with a combined fleet of 2,493 licensed taxi vehicles, with plans to gradually phase these out, once vehicle operating life expires, as per Ministry of Transport directives. Taxi operators are allowed to operate without restrictions within city boundaries, whereas out-of-city trips are possible if trip originates in the city of operations.

Public taxi services are currently provided through two types of licenses:

- a) Individuals who are licensed to practice public taxi services.
- b) Establishments that are licensed to practice public taxi services.

Given forecasted growth in population and expected increase in number of visitors, in line with national statistical estimates and the Travel Demand Model (TDM) projections for the City, as well as a planned gradual phase-out of existing licenses, the Center expects a significant gap in supply of passenger services will occur over the short to medium term, with the taxi services no longer able to satisfy the increasing demand of transport in the City (which is estimated to significantly increase from est. 40,000 daily trips in 2022 to more than 60,000 in 2030). Additionally, the Center has identified a need for enhancing the level of service that includes an increase of availability and coverage, improvement of access to passenger transportation through the use of technology, and in general, more focus in the overall quality of the journey, such as maintaining vehicle cleanliness, training of drivers, effective use of taxi equipment, as well as an overall customer-oriented business approach of operators. Therefore, the Center now intends to procure new taxi services that will address the needs identified, by awarding exclusive operating agreements for the taxi services in the city. Exclusive operating agreements will be issued with the intent for Taxi services to be provided in a closed market.

Recently, one new operator has been engaged for the new taxi services and GTC anticipates that a further 3-5 taxi service providers will be licensed to provide the service within Makkah City boundaries. According to the Center expectations, each licensed taxi service provider will be required to operate a minimum of 400 vehicles in the first year, with the potential need to increase fleet size to address increasing demand in the coming years. The operating period is for a duration of 5 years. In either case, in the spirit of fair and equitable competition, no single operator is permitted to hold more than 50% of the taxi market share.

3. Terms and Conditions

The contents of this RFQ do not constitute any form of offer in relation to the Project. This RFQ does not commit or bind the Center in any manner whatsoever to proceed to the Request for Proposal ("RFP") stage or to the awarding of any agreement to any Applicant or prospective bidder.

GTC reserves the right, in its sole and absolute discretion, for any reason and at any time, with no liability whatsoever, to:

- a) Amend the scope of services for the Project.
- b) Modify, cancel or suspend the RFQ process or any other stages of the procurement process.

- c) Waive a defect or irregularity in the form or content of any RFQ or SOQ.
- d) Re-advertise for new SOQs, call for tenders, or enter into negotiations for the Projects or for work of a similar nature.
- e) Make any changes to the terms described in or provide any update to this RFQ; and
- f) Extend, from time to time, any date, time period or deadline provided in this RFQ.
- g) Accept or reject any late SOQ

All SOQs submitted to GTC by interested Applicants will become the property of GTC immediately upon submission. Each Applicant is solely responsible for all costs and expenses incurred in the preparation of its application, including without limitation all costs of providing information requested by GTC, attending meetings and conducting any due diligence.

Applicants interested in participating should submit their application with supporting documents by the deadline for SOQ submission set forth in this document. Applicants who have not submitted SOQ before the SOQ submission deadline may at the discretion of the GTC be deemed not eligible to participate in the tendering process.

The GTC will assess all Applicants and rank them based on their total calculated scores taking into account pre-defined criteria. GTC has the sole discretion on evaluating and qualifying or accepting applicants to participate in the bidding process during the RFP stage. Under no circumstances will RCMC or GTC or any of their directors, officers, members, employees, agents or advisers be liable for any costs, expenses or any other liabilities incurred by any Applicant or any of its advisers in this bidding process, nor shall they be liable for any direct, indirect or consequential damages whatsoever.

In case of consortium, the **"Lead Member"** will irrevocably bind all members of the consortium and will be accountable to ensure the overall structure of consortium does not change throughout the bidding process. Applicants shall not issue or release any publicity in relation to, nor comment on, the Project, this RFQ or the tender process without GTC's prior written consent to the relevant communication.

The SOQ as well as all correspondence exchanged by the Applicant with GTC, shall be written in English and Arabic language.

4. Submission Instructions

The SOQ should be submitted to the Royal Commission for Makkah City and Holy Sites, directed to the attention of GTC, addressing all the requested data mentioned in the annexes below and following the specific submission requirements listed in Section 6.7 of this document.

5. Procurement Process

5.1. Statement of Pre-Qualifications

- a) RCMC has advertised its intention to procure the Project. Accordingly, through this RFQ, GTC seeks detailed SOQs from Applicants by the Due Date and in the form and manner set out herein.
- b) Information provided in each SOQ will be used by GTC to evaluate the organizational, technical, and financial capabilities of the Applicant for the purposes of pre-qualification in respect of the Project. The evaluation will be carried out in accordance with the terms of this RFQ.

- c) Only those Applicants who are pre-qualified by GTC will be eligible for receipt of the RFP, which permits, subject to the terms thereof, participation in the bidding process for the Project.
- d) Meeting the evaluation criteria set out in this RFQ is an ongoing requirement that will continue after the SOQs have been submitted and evaluated. The Applicants will be required to include an acknowledgement within their SOQs that they will continue to meet the RFQ evaluation criteria. Further details on the ongoing nature of the evaluation criteria will be set out in the RFP.

5.2. SOQs Submission Review

- a) Each SOQ submitted in connection with this RFQ will be reviewed to ensure that all the information requested is included and that such SOQ is, therefore, complete.
- b) The compliance review will ensure that (i) the required contents have been submitted and (ii) that such contents have been submitted as per the requirements and form, as set out in this RFQ.
- c) Failure to provide a substantially complete SOQ may result in the SOQ not being evaluated for content.
- d) A substantially complete SOQ means a SOQ that, in GTC's subjective discretion, represents a good faith effort to meet the requirements as set out in this RFQ.

5.3. Interpretation and Final Determination

- a) The interpretation and final determination of any matter relating to this RFQ and all enclosed documents, sections, annexures, and online form etc. as well as any further or supplementary information, both oral and documentary, required by GTC, will be at GTC's discretion which will be final and binding on all Applicants.

5.4. Discharge and Exemption

- a) Applicants that submit SOQs exempt and discharge RCMC or GTC, and their advisors and personnel, completely and unconditionally from any responsibility or liability for the decisions that may be made with respect to its pre-qualification hereunder and acknowledge and agree that GTC, RCMC, their advisors and personnel will not be liable for any such actions and will be under no obligation to inform the Applicant(s) of the grounds for disqualification.

5.5. Final Form of RFQ

- a) Every effort has been made by GTC and its advisors to ensure that the description, timetable, and scope of the Project set out in this RFQ is correct.
- b) GTC and its advisors reserve the right to change the description, timetable, and scope of the Project at any time prior to execution of the Project Agreement(s) with the successful Bidder. Bidders will be afforded reasonable time to respond to any such changes.

5.6. Indicative Project Timeline

- a) The following is the timetable envisaged for the RFQ stage and is indicative, which may change, if necessary, at the GTC's sole discretion:

Phase	Due date
RFQ release date	31st of December 2024
Deadline for submitting Queries and Clarifications regarding RFQ	26 th of February 2025
RFQ Conference	5th of March 2025
Deadline for SOQ submission (i.e. Due Date)	12th of March 2025
Expected release date for Request for proposal document (RFP)	TBA

5.7. Pre-Qualification Requirements

- a) It is a mandatory requirement if the company does not have the requisite taxi operating experience to form a consortium with an established and renowned international taxi operating company.
- b) In case of a consortium of companies, the consortium should designate a main point of contact and manager of that consortium ("Lead Member"). The Lead Member should be authorized to represent, and irrevocably bind, all members of the consortium in matters connected with the qualifications and the bidding process.
- c) In case of a consortium, the number of companies forming part of the Applicant shall not exceed 3.
- d) We expect each Consortium Member to hold at a minimum 10% of the total equity in the Consortium and the Lead Member must hold at a minimum 35% of the total equity in the Consortium, subject to Item a above.
- e) The **"Lead Member"** will irrevocably bind all members of the consortium and will be accountable to ensure the overall structure of consortium does not change throughout the bidding process.
- f) Each Applicant, whether individual company or, if a consortium of companies, each member of such consortium, must be a business organization duly organized and existing and registered in good standing under the laws of its country of domicile. The Applicant must not involve agents in dealings with GTC or RCMC.
- g) No Applicant nor any of its identified affiliates may be or contain any entity that is a member of more than one consortium responding to this RFQ.
- h) The newly appointed operator will not be allowed to participate in this phase of procurement.
- i) Following the submission of the SOQ, should entities within a consortium seek to change their membership structure or level of participation within such consortium, prior written approval of GTC is required. Any such change will subject the Applicants SOQ to re-evaluation.
- j) GTC expects that the successful Bidder (and the designated Lead Member) will retain its

interest in the Project for a substantial period following execution of the Project Agreement. This will be further elaborated in detail in the Project Agreement and detailed at the RFP stage.

- k) Applicants are invited to submit a SOQ in accordance with the instructions in Section 6 by the Due Date.

5.8. Discretion

- a) Notwithstanding anything contained herein, GTC may reject any or all SOQs without assigning any reason whatsoever.

5.9. Currency

- a) All financial information in the SOQs should be provided in SAR or the SAR equivalent (in case the currency of reporting is not SAR); the foreign exchange rate for such conversion rate should be mentioned along with its source and date of quotation.

5.10. Additional Requests for Information

- a) Applicants requiring additional information in relation to the Project and / or the RFQ, or seek an extension in the Due Date, and otherwise, shall communicate with the GTC in accordance with the process set out herein.
- b) Queries and clarifications requests should be submitted to the Center, directed to the attention of General Center for Transport, in English and Arabic language, in the form specified in Annexure C through the communication channel (makkahtaxi@rcmc.gov.sa) specified in Section 6 of this document, by end of day xxxxxxxx. GTC may, at its absolute discretion (but shall not be obliged to), respond to queries submitted after this date.
- c) It should be noted that the responses to requests for additional information will be shared with all Applicants without name or identity of the Applicant. GTC reserves the right not to respond to the Applicants' request for additional information in case the request has been asked by another Applicant or could potentially reveal the identity of the Applicant, or any other reason GTC may see fit at that stage.
- d) All queries concerning this Request for Pre-qualifications, The Project described in Section 2 of this document or any other requests for additional information should be raised to GTC before the deadline mentioned in section 5.6 for RFQ query submissions.
- e) During the evaluation of the SOQs, GTC may request that any Applicant provides further clarification of any part of its SOQ. GTC may disqualify the relevant Applicant (or, in case of a consortium of companies, collectively the consortium) if the clarification reveals:
 - (i). that the information contained in the SOQ is materially inaccurate; or
 - (ii). Information that may materially adversely affect the ability of the Applicant who submitted the relevant SOQ to deliver the Project.
- a) The Applicants should make no assumption in their SOQs that GTC has any knowledge of the Applicant (whether individual company or, in case of a consortium, any member of such consortium) or of its experience, expertise or performance, other than those mentioned in the SOQs.

5.11. Notices of Pre-Qualification

- a) The Applicants will be selected on the basis of the evaluation criteria detailed in Section 7. GTC will issue Notices of Pre-Qualification ("NPQ") in writing to each selected qualified Applicant after completing the evaluation process. Following that the RFP will be issued to each qualified Applicant. GTC may also publish the names of the Applicants that pre-qualified and those who did not qualify on their website and on other media sources.
- b) GTC reserves the right to reject any or all of the SOQs, proposals or other submissions and / or to terminate an Applicant's further participation at any time prior to the execution of the Project Agreement, without assigning any reason.
- c) Neither issuance of this RFQ nor issuance of the RFP or any other document or request by or on behalf of GTC at any time will oblige GTC or RCMC and their advisors to enter into any arrangement or agreement or impose any liability on any of them other than that assumed pursuant to the Project Agreement when executed.
- d) An Applicant may be pre-qualified, that is, qualified subject to the Applicant submitting or correcting certain specified non-material documents or deficiencies to the satisfaction of GTC.
- e) Applicants that are conditionally pre-qualified will be so informed along with the statement of the condition(s) which must be met to the satisfaction of GTC before or at the time of submitting their bids.
- f) Neither GTC nor any of its advisors will be under any obligation to return any SOQ submitted by any Applicant or to reimburse any Applicant for any cost or expense, whether incurred in preparing its SOQ, response to the RFP or to any other request from GTC, its Advisors or otherwise. Neither GTC nor any of its advisors desire to use the intellectual property of any Applicant other than in connection with the RFQ and the matters set out herein.

5.12. Disqualification

- a) GTC may disqualify or reject an Applicant's SOQ for any reason at GTC's discretion, including, without limitation and without prejudice to GTC's discretion, the following reasons:
 - (i). Failure by an Applicant to comply with any of the requirements of this RFQ, in the time, form and manner prescribed.
 - (ii). If the Applicant or any of its directors, shareholders or member of senior management is subject to any applicable sanctions.
 - (iii). If the Applicant attempted to bribe GTC or any other person in connection with the Project or engages in any other criminal or corruptive behavior in connection with the Project.
 - (iv). If the Applicant communicated or colluded with another Applicant or any member from another consortium.
 - (v). Misrepresentation, fraud, withholding or concealment of information in the SOQ by an Applicant.

- (vi). Failure by an Applicant to disclose or provide any additional information as may be required by GTC during the evaluation and pre-qualification process.
 - (vii). The existence of overdue debts payable by the Applicant (or, in case of a consortium of companies, by any member of a consortium).
 - (viii). Bankruptcy or insolvency of an Applicant (or, in case of a consortium of companies, of any member of a consortium) in the last three (3) years, including the commencement of any procedure under the Bankruptcy Law of Saudi Arabia.
 - (ix). Determination by GTC that the Applicant (or, in case of a consortium of companies, any member of a consortium) is prohibited from doing business with GTC on grounds which may include but are not limited to public policy or national interest.
 - (x). Pending or threatened legal proceedings with GTC or RCMC, or an affiliate thereof.
 - (xi). Failure to report any material change in information provided in the SOQ following submission thereof.
 - (xii). Failure of the Applicant to comply with its tax obligations in its country of operation in accordance with the requirements of the relevant fiscal authorities (i.e. ZATCA for KSA based companies);
 - (xiii). If the Applicant has been, or becomes the subject of termination for contractor default under any agreement with the Government;
 - (xiv). Past failure of the Applicant to comply with the terms of any bid, letter of intent or contract with RCMC or any government entity in the Kingdom of Saudi Arabia, whether in an individual capacity or as part of a joint venture or partnership; and/or
- b) The basis for disqualification shall be applicable to the Applicants rather than a new company specifically incorporated for participating in the Project.

5.13. Conflicts of Interest

- a) GTC is concerned to avoid any conflicts of interest and may, at its discretion, disqualify any Applicant from further involvement in this process, should an actual or potential conflict of interest arise.
- b) RCMC represented by GTC will regard as a conflict of interest any situation in which an Applicant (including any Affiliates and/or consortium members of any of the aforementioned) is also:
 - (i). an adviser, agent or subcontractor to RCMC or GTC or any other public authority in relation to the Project;
 - (ii). an adviser, or agent to any other Applicant in relation to the Project;
 - (iii). a consortium member of any other Applicant in relation to the Project.
- c) In addition, GTC will regard as a conflict of interests any situation where:

- (i). a senior management member of any Applicant, or any adviser or agent of an Applicant or any of their Affiliates is also an employee, officer, or representative of RCMC or GTC or an employee or board member of any adviser, agent, or subcontractor to RCMC or GTC or any other public authority in relation to the Project; or
 - (ii). an adviser to RCMC or GTC in respect of this Project is simultaneously providing advisory services to an Applicant in relation to this Project.
- d) Applicants are required to review carefully the prior or current involvement of the Applicant in the Project (as per the requirements set out above) and fully disclose any actual or potential conflict to GTC.

6. SOQ Requirements

6.1. Introduction

- a) Each SOQ is required to consist of the following sections, in the following order:
- (i). Executive Summary
 - (ii). Details of Applicant
 - (iii). Legal Submissions
 - (iv). Additional Capabilities
 - (v). Consortium Agreement (if applicable)
 - (vi). Annexure A – Submission Letter
 - (vii). Annexure B – Statement of Legal Capacity
 - (viii). Annexure C – Request for Clarification
 - (ix). Annexure D – Letter of Reliance
 - (x). Annexure E – General Information
 - (xi). Annexure F – Operational Experience and Capabilities
 - (xii). Annexure G – Financial Capability
 - (xiii). Annexure H – Liabilities & Litigations

6.2. Executive Summary

- a) The Executive Summary section of the SOQ must provide a brief description of:
- (i). The Applicant's qualifications for the Project;
 - (ii). The Applicant's intended role in the project (e.g., Technical, equity participant)
 - (iii). The Applicant's corporate structure and history and, if a consortium, the identification of all entities within the consortium, levels of participation thereof and the identity of the Lead Member, together with summaries of their corporate structures and histories;
 - (iv). A clear summary of the consortium members (in table format) setting out their respective roles and responsibility and contractual link i.e. the nature of

participation at shareholder level and contracting arrangements (subordination of risk);

- b) The Executive Summary should not be more than two (2) pages

6.3. Information about the Applicant

- a) **Applicant's Profile:** Each Applicant is requested to provide a brief description of the company including the following details in the table of General Information in Annex E:
- (i). A company profile (of each Consortium Member, if applicable), including Registered Name, Year of Registration, Equity Ownership, Directorship, Parent Company Name (if applicable), Country of Incorporation, date of incorporation and/or commencement of business;
 - (ii). Description of the firm's main lines of business (of each Consortium Member, if applicable);
 - (iii). Details of individual(s) who will serve as the point of contact / communication for GTC within the company including name, designation, address, phone number and email address for each individual, fax;
 - (iv). Firms' office locations in KSA, GCC, and internationally (of each Consortium Member, if applicable);
- b) **Composition of the Consortium:** In case of a Consortium, the Applicant should identify all Consortium Members, Lead Member, and explain the role of each such Consortium Member.
- c) In case the Applicant is relying on its parent company (80% owns the Applicant) for either Technical Capability and / or Financial Capability:
- (i). the information required under Section 6.3(a) should be provided for such parent company;
 - (ii). indicate whether the Applicant is reliant for either Operational Experience Capability and / or Financial Capability;
 - (iii). provide a Letter of Reliance, as per the format provided in Annexure D; and
 - (iv). provide necessary documentation certified by any relevant authority to support the claim the parent company owns 80% shares of the Applicant
- d) **Organizational structure**
- (i). The Applicant shall provide an organization chart showing internal relationships between itself or, if a Consortium, each other Consortium Member and other relevant entities (including parent companies).
 - (ii). If membership, roles or responsibilities will change during the lifetime of the Project, the Applicant must clearly explain the anticipated changes.

6.4. Legal Submissions

- a) The Applicant and where the Applicant is a consortium, each member of the consortium shall provide:

- (i). details of the Applicant's company name, commercial registration number, country of incorporation, and (if any) address(es) of the Applicant's company headquarters and its subsidiary/branch in KSA;
- (ii). a copy of the notarized articles of association and/or the by-laws (stamped by the Ministry of Commerce of KSA, or in case of non-Saudi applicant, by the equivalent foreign authority) of the Applicant and, if applicable, each member of the consortium;
- (iii). a copy of the commercial registration certificate, certificate of incorporation or equivalent of the Applicant;
- (iv). details of any corporate criminal convictions, backlisting or sanctions imposed against any Applicant (or Consortium Member) or an affiliated legal entity by any governmental authority or multilateral organization within the last 10 years to be filled out in Annexure H.
- (v). details of any actual or potential conflict of interest which the Applicant has identified in accordance with Section 5.13 of this RFQ, and an undertaking to notify GTC if at any point during the tender process any actual or potential conflict of interest arises.

6.5. Additional Capabilities

- a) Provided that the minimum requirements specified in the RFQ are complied with, Applicants are free to submit any other information they feel would be useful to GTC in respect of its evaluation of their corporate structure, organizational, technical, or financial capability and experience. Such additional information should be clearly marked as "Additional Information".

6.6. Consortium Agreement

- a) In case the Applicant consists of a consortium, such consortium shall also submit a non-binding memorandum of understanding or equivalent agreement setting out the commitment and responsibilities of each consortium member in respect of submission of the SOQ, participating in the RFQ and RFP process and successfully delivering the Project. At the RFP stage, a complete signed and executed consortium agreement, shareholders' agreement or equivalent agreement will be required.

6.7. Submission Requirements

- a) All Applicants must submit soft copies of the SOQs not later than the end of Business Day on the Due Date to the following instructions:

To facilitate a structured submission process, we kindly request that you use your preferred cloud storage service (OneDrive, SharePoint, Dropbox, etc.) to share your RFQ response with us. Please follow these steps:

1. Create a dedicated folder on your cloud storage named "(your company name_SOQ)".
2. Within this folder, establish 2 separate subfolders 1 named "Main SOQ Document" and another called "Attachments" to house any supporting documents.

3. Please ensure that each file, form, or document you provide within the "Attachments" folder is submitted as an individual file or attachment, and the file name should be consistent with the sections specified in 6.1 above, such as:

Each SOQ is required to consist of the following sections, in the following order:

- (i). File: Executive Summary
 - (ii). File: Details of Applicant
 - (iii). File: Legal Submissions
 - (iv). File: Additional Capabilities
 - (v). File: Consortium Agreement (if applicable)
 - (vi). File: Annexure A – Submission Letter
 - (vii). File: Annexure B – Statement of Legal Capacity
 - (viii). File: Annexure C – Request for Clarification
 - (ix). File: Annexure D – Letter of Reliance
 - (x). File: Annexure E – General Information
 - (xi). File: Annexure F – Operational Experience and Capabilities
 - (xii). File: Annexure G – Financial Capability
 - (xiii). File: Annexure H – Liabilities & Litigations
4. Within the folder "Main SOQ Document", structure and sequence of documents should follow indications of Section 6.1 "SOQ requirements" from the RFQ.
 5. Upload your RFQ response documents into the "Main RFQ Document" folder and any additional attachments into the "Attachments" subfolder.
 6. Share the link to the document created in point 1 "your company name_SOQ" folder that contains the 2 folders: "Main SOQ Document" and "Attachments" with us through the provided submission channel/email in point b) below.
- b) Additionally, the Applicant must ensure that the forms in Annexes E, F, and G are also accurately incorporated into the following MS Forms link:
- <https://forms.office.com/r/rEUeFqvghH>
- c) Each SOQ must be in both English and Arabic language and contain the contents required by this RFQ.
 - d) Each SOQ must contain all the required sections listed under Section 6.1 and set out in the manner with the respective forms (annexures) attached.
 - e) Any SOQ received after the Due Date, or not in the specified format may be rejected.

7. Evaluation Criteria

7.1. Evaluation Parameters

- a) The evaluation of SOQs will be carried out by GTC. GTC may be assisted by other individuals as it requires, including, in addition the advisors, technical, financial, legal,

and other consultants or employees of the Royal Commission and related public entities.

b) The Applicant's competence and capability is to be established by the following parameters:

(i). Operational experience as provider of passenger transport services

Applicants must have experience in the provision of passenger transport services (meaning taxi and/ or ride-hailing services) in KSA or internationally.

The Applicant should provide the following for each one of the areas of operation of their service (if the entity is operating in several areas, i.e., city of operations):

- a) Location & Area of Service
- b) Type of transport service
- c) Contracting entity/ project owner
- d) The number of operating fleet vehicles used for passenger transport services provision (taxi or ride-hailing) [# of cars] (as of December 31, 2023)
- e) Number of conducted taxi/passenger trips for the largest area of operations in 2023 [Mn trips]
- f) Number of full years on the market
- g) Implemented technological innovations by the Applicant into its operations over the last 5 years
- h) Track record of safe taxi operations; parameters should include police certificates, insurance documents, and incident records as well as, but not limited to, number of fatalities, number of near misses, total compensation settlements etc.
- i) Any litigation in which the Applicant has been involved within the last 5 years (including the outcome, if available)
- j) Any other documents relevant for RFQ process information

(ii). Financial capability of Applicant should be confirmed with the following information:

- a) Total Revenue in Mn SAR equivalent
- b) Revenue from provision of taxi service (if different than above), in Mn SAR equivalent
- c) EBITDA in Mn SAR equivalent
- d) Debt-to-Equity Ratio (in percentage %)
- e) Total Liability in Mn SAR equivalent
- f) Total Shareholder Equity in Mn SAR equivalent

The Applicant should provide information regarding the above based on audited annual accounts. The financial year would be the same as the one normally followed by the Applicant for its Annual Report

- c) The Application must be accompanied by the audited Balance Sheet and Profit & Loss Statement
- d) Account of the Applicant (of each member in case of a Consortium) for the last five (5) completed Financial Years

- e) Documents specified in letters c) and d) above should be accompanied by a certificate from the Applicant's statutory auditor
- f) For safety track record, Applicants can submit from a wide variety of documents that should include insurance documents and incident records from Najm and/or police certificates from Muroor as a minimum (or the equivalent enforcement authorities, if the Applicant is a non-Saudi entity). In case these documents cannot be obtained, any other equivalent documents could be provided for consideration such as, but not limited to, number of fatalities, number of near misses, total compensation settlements etc. GTC may consider other evidences at its own discretion.
- g) On each of these parameters, the Applicant would be required to meet the evaluation criteria as detailed in this Section 7. Applicants will be selected from the pool of applicants meeting all the criteria (as per provisions of Section 07) and receiving a notice of pre-qualification will be eligible for bidding in the RFP stage.

7.2. Pre-Qualification to the RFP Stage

The Combined Score of the Applicant would be calculated as follows:

Type	#	Criteria	Weight
Financial capabilities	Criterion 1	Revenue from provision of passenger transport services (taxi and ride-hailing) [Mn SAR]	15%
	Criterion 2	EBITDA [Mn SAR]	15%
	Criterion 3	Change in Revenue from provision of passenger taxi service [%]	5%
	Criterion 4	Change in EBITDA [%]	5%
	Criterion 5	Debt-to-Equity ratio (%)	15%
Operational experience	Criterion 6	The number of operational fleet vehicles used for passenger transport services provision (only taxi and ride-hailing) for the largest area of operations [# of cars]	15%
	Criterion 7	Number of conducted taxi/passenger trips (only taxi and ride-hailing) for the largest area of operations [Mn trips]	15%
	Criterion 8	Number of full years on the market [# of years]	5%
	Criterion 9	Implemented technological innovations by the Applicant into its operations over the last 5 years	5%
	Criterion 10	Safe taxi operations (# of fatalities, # of near misses, monetary value (in SAR) of Insurance claims and settlements) over last 5 years	5%
Total			100%

Methodology:

- The GTC will assess all Applicants and rank them based on their total calculated scores taking into account above-defined criteria. GTC has the sole discretion on evaluating and qualifying applicants to participate in the bidding process during the RFP stage.
- The scoring process will entail evaluating each Applicant's performance against specific criteria, followed by the application of the respective criterion weights.
- The ranking of the Applicants will be done by aggregating the scores of the Financial Capability and Operational Capability. The ranking will not be published
- The minimum aggregate score to progress further in the bidding process is 60%
- Additionally, there are operational requirements in place that should be met by Applicants (applicants that do not meet these requirements will be disqualified):

- Operational requirement #1: The minimum required number of**

operational fleet vehicles for passenger transport services should be 400 vehicles or more

- **Intention to invest in clean energy vehicles (low carbon emissions) such as Electric Vehicles, Hydrogen, etc.** The bidder is required to demonstrate a bona fide commitment to investment in environmentally sustainable transportation solutions, specifically those characterized by low carbon emissions, including but not limited to electric vehicles and hydrogen-powered vehicles as an example.

8. Annexures

Annex A – Submission Cover letter **[Applicant's or Lead Member's letterhead]**

[Insert name]

General Transport Center for Makkah City and Holy Sites

[Date]

We, the undersigned, being the authorized [signatory]/[signatories] of the [Applicant]/[names of each consortium member, in case of a consortium] hereby certify, represent, warrant and agree, on behalf of the entities we represent that:

1. This Submission Letter, along with all documentation submitted herewith, forms our Statement of Pre-Qualification ("SOQ"), which is being submitted in response to the Request for Pre-Qualification ("RFQ") dated [date of the RFQ] for participation in the Public Taxi Service Operating Agreements in Makkah City Project, issued by GTC. All capitalized terms used herein have the same meaning as in the RFQ.
2. We hereby certify that:
 - a. this signed Submission Letter is in the form of the Submission Letter contained in the RFQ;
 - b. the information submitted as part of this SOQ is complete, accurate and true and does not omit any information which might make the information contained in the SOQ misleading in any material respect;
 - c. we accept the documents, terms and conditions set out in the RFQ;
 - d. we have complied with the terms and conditions of the RFQ including without limitation the prohibition on communication between bidders, conflicts of interest, collusive procuring, fraud, misrepresentation, bribery and/or other corruptive or criminal behavior and accept any applicable sanctions or restrictions for violation of the same and shall continue to comply with all such terms and conditions throughout the RFQ and RFP process and subsequently the Works Period and Services Period if successful;
 - e. neither us nor any of our directors, shareholders, owners or members of our senior management are subject to any applicable sanctions; and
 - f. we are in full compliance of the RFQ thereof; and
 - g. we shall ensure that the SOQ complies with the evaluation criteria set out in the RFQ at all times.
3. We hereby represent and warrant that:
 - a. we fully understand the RFQ, and the contractual structure as set out herein; and
 - b. we will adhere to the RFQ and RFP process.

4. We acknowledge that GTC and RCMC are not obligated to accept our SOQ and may at any time reject our SOQ or cancel the pre-qualification process without assigning any reason and GTC will not be liable to reimburse any cost we have incurred in submitting our SOQ.
5. We fully release and discharge GTC and RCMC, their consultants, Advisors, and personnel, completely and unconditionally from any responsibility or liability for the decisions that may be made with respect to our Pre-Qualification and that GTC, RCMC and their Advisors and personnel shall not be liable for any such actions and shall be under no obligation to inform any Applicant of the grounds for them.
6. GTC and its authorized representatives are hereby authorized to conduct any inquiries or investigations to verify the statements, documents, and information submitted in connection with this SOQ, and to seek clarification from our bankers and clients regarding any financial and technical aspects. This Submission Letter will also serve as authorization to any individual or authorized representative of any institution referred to in the supporting information, to provide such information deemed necessary and requested by you to verify statements and information provided in this SOQ or with regard to the resources, experience and competence of the Applicant(s).

In [Location], on this [Date]

For and on behalf of

[Name of Applicant / Consortium Member]

Signature:_____

Name:

Title:

Annex B – Statement of Legal Capacity

(To be forwarded on the letterhead of the Applicant/ Lead Member of Consortium)

Ref. Date:

To,

General Transport Center for Makkah City and Holy Sites

Dear Sir,

We hereby confirm that [we]/ [our] members in the Consortium (constitution of which has been described in the Application) satisfy the terms and conditions laid out in the RFQ document.

We have agreed that [insert member's name] will act as the Lead Member of our consortium.

We have agreed that [insert individual's name] [will act as our representative]/ [will act as the representative of the consortium on its behalf] and has been duly authorized to submit the RFQ. Further, the authorized signatory is vested with all requisite powers to furnish such letter and authenticate the same.

Enclosed with this letter is the legal submission information required by Section 6.4 of the RFQ.

Thanking you,

Yours faithfully,

(Signature, name and designation of the authorized signatory)

For and on behalf of

Annex C - Request for clarification

Applicant Name -

No.	Issue	RFQ Section	Question/ Comment
1.	(e.g. – Pre-qualification Requirements)	(e.g.- Section – paragraph)	
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
...			

Date -

Annex D – Letter of Reliance of Technical/Financial Capability from the Parent Company

[On the Letterhead of Parent Company]

General Transport Center for Makkah City and Holy Sites

[Date]

We, the undersigned:

Last Name:

First Name:

Title: [Chairman/Vice Chairman/President/Vice President]

of [Name of company], own 80% of the [Applicant] / [[Lead Member / Member] of [Consortium]], hereby certify, represent, warrant and agree, on behalf of [Applicant] / [Lead Member / Member] that:

1. The [Applicant] / [Lead Member / Member] of [Consortium]] is submitting its Statement of Pre-Qualification ("SOQ"), [as part of the [Consortium]], in response to the Request for Pre-Qualification ("RFQ") dated [xxx] for participation in the Public Taxi Service Operating Agreements in Makkah City Project, issued by Royal Commission for Makkah City and Holy Sites. All capitalized terms used herein have the same meaning as in the RFQ.
2. We certify that the [Applicant] / [Lead Member / Member] is our 80% owned subsidiary and the [Applicant] / [Lead Member / Member] is relying on our [Technical Capability and / or Financial Capability] by providing our [Technical experience and / or Financial experience] as part of the SOQ submission and we further certify that will be standing by our subsidiary's ability to perform its obligations under the terms and conditions set out in the RFQ and RFP documents.
3. We certify that our information submitted as part of this SOQ is complete, accurate and true and does not omit any information which might make the information contained in the SOQ misleading in any material respect and (ii) we accept the documents, terms and conditions set out in the RFQ on behalf of [Applicant] / [Lead Member / Member].
4. This letter has been duly authorized by the relevant authority of the company dated [date], a copy of which is enclosed.

In [Location], on this [Date]

Signature: _____

Seal of the Company:

Annex E – General Information

Item	Response
Registered Name	
Registered Address	
Year of Registration	
Country of Registration	
Name of Contact Person	
Telephone	
Fax	
E-mail	
Parent Company Name (If applicable)	
Equity Ownership	
Directorship	
Name of Contact Person (Parent Co.)	
Telephone	
Fax	

Annex F - Operational Experience and Capabilities

1. *Relevant experience to provide the service*

Please provide full details of the experience in providing passenger transport services¹ in the past 5 years or are being provided by your company or group of companies (priority should be given to taxi services in the GCC area). Where such experience is gathered from provision of services in more than one location/ city, please include such information for not more than three such locations:

****Inputs need not be exhaustive:***

Sn.	Parameter	Input 1	Input 2	Input 3
1.1	Location & Area of Service	-	-	-
1.1.1	Country			
1.1.2	Region			
1.1.3	City			
1.2	Type of transport service			
1.3	Contracting entity/ project owner			
1.4	Scale of Operations	-	-	-
1.4.1	The number of operating fleet vehicles used for passenger transport services provision (taxi or ride-hailing) [# of cars] (as of December 31, 2023)			
1.4.2	Number of conducted taxi/passenger trips for the largest project in 2022 [Mn trips]			
1.5	Number of full years on the market			
1.6	Implemented technological innovations by the Applicant into its operations over the last 5 years			
1.7	Safe taxi operations (# of fatalities, # of near misses, monetary value (in SAR) of Insurance claims and settlements) over last 5 years			
1.8	Any litigation in which the Applicant has been involved within the last 5 years (including the outcome, if available)			

¹ Passenger transport includes: taxi, ride-hailing

1.9	Any other documents relevant for RFQ process information			
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Annex G - Financial Capability

2. Please provide information about the company's financial indicators for the last 5 years (or for the number of years of business, if less than 5 years) including:

Sn.	Parameter	2018	2019	2020	2021	2022
2.1	Total Revenue in Mn SAR equivalent					
2.2	Revenue from provision of taxi service (if different than above), in Mn SAR equivalent					
2.3	EBITDA in Mn SAR equivalent					
2.4	Debt-to-Equity Ratio (in percentage %)					
2.4.1	Total Liability in Mn SAR equivalent					
2.4.2	Total Shareholder Equity in Mn SAR equivalent					

Annex H – Liabilities and Litigations

Ongoing / pending litigation and liabilities	Actual or potential financial impact (SAR)	Date of expected outcome (DD/MM/YY)	Mitigation plan
1.			
2.			
3.			
4.			
5.			
Total			

