

## **Annex B. Technical Specifications**

### **Vehicle Rental in Iraq governorates**

#### **OVERVIEW OF REQUIREMENTS**

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##### **Vehicles required**

- Vehicle 4x4 SUV
- Vehicle 2x4 SUV
- Vehicle pick up 4x4
- Vehicle Sedan
- Vehicle van with 12 to 14 seats
- Vehicle 2x4 Sedan on call

##### **Other Contract Requirements:**

- The vehicle and driver must be available for exclusive use by IRW IRAQ and per IRW IRAQ procedures from 08:30 am till 04:30 pm Including 30-minute rest time, working Days Sunday till Thursday.
- The vehicle must be available to travel to outside duty station as requested and the driver will be compensated overtime by time off.
- Overnight stay: This may be required for any of the governorates. In these cases, IRW IRAQ will provide accommodation to the driver, or the driver is required to book a hotel which will be compensated IQD 40,000 per night.
- The driver may be requested to cover an additional shift of 8 hours: The driver will be requested via telephone to drive inside the city. The driver will be Compensation overtime by time off
- The driver may be requested to cover a shift of 8 hours during the weekend: The driver will be requested via telephone to drive within the duty station. The driver will be Compensation overtime by time off
- Payment will be made to the company within one month upon submission of an invoice and completed IRW IRAQ Log sheets.
- The driver should have 6/6 vision (with or without glasses), Should not be colour blind, and should not be suffering from night blindness.
- The driver should have at least a primary school education
- The driver should pass the driving test.
- The driver should be keeping the vehicle clean, well always maintained, and in operationally ready condition.
- The driver should be following and ensuring safety and security transportation procedures or the Iraqi police traffic rules.
- The driver should be familiar with and know how to use vehicle equipment, e.g., can change a tire.
- The vehicle should have at least one spare tire
- The driver will have to go through the interview process in which where the experience, driving skills, and language skills will be assessed, the driver should be able to speak Arabic for non-KRI areas, Kurdish for KRI areas, and basic English. Prefer if drivers speak both Arabic and Kurdish.
- No alcohol or other substances affecting the ability to drive should be used.

- The driver should adhere to environmental principles and requirements and that includes switching off the vehicle when reaching the destination, conducting vehicle repair maintenance when there is an increase in fuel consumption, engine oil, and filter should be replaced when required as per the vehicle manual standards, etc.
- The organization reserves the right to request to change the driver based on driver behavior, staff feedback, driving style, and experience.

## LIST OF EQUIPMENT:

- Carjacks, wheel clamp, and other equipment for changing wheels (keys, screwdrivers);
- Tow rope.
- First aid kit – for the vehicles.
- Snow chains (if necessary).
- ABC powder extinguisher, min. 1 kg (preferably 2 kg), it must be valid and changed before the expiration date
- Warning triangle.
- Knife, e.g., to cut belts.
- Working gloves.
- Anti-reflective vest.
- Working seatbelts for each seat
- Functional Airbags minimum 2
- Working head supporters on the seat

Name and seal of the Company \_\_\_\_\_

Address \_\_\_\_\_

Representative Name: \_\_\_\_\_

Position with the Company: \_\_\_\_\_

Place, date: \_\_\_\_\_

Signature \_\_\_\_\_