



SIXT SE

OB2 Dongle

Request for Proposal

Pullach in Isartal
June 2023

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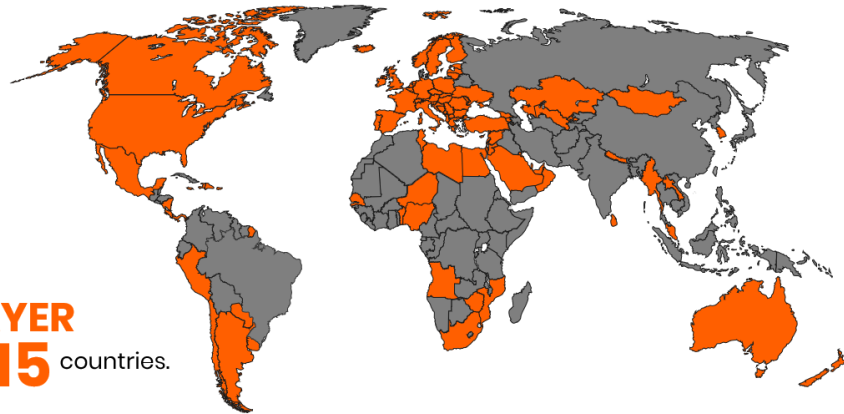
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1. Company Profile SIXT SE

SIXT AT A GLANCE



SIXT is a
GLOBAL PLAYER
operating in over **115** countries.



Headquartered in Pullach, near Munich, Germany, Sixt SE is a leading international provider of high-quality mobility services.

With its products SIXT rent, SIXT share, SIXT ride and SIXT+ the company offers a uniquely integrated premium mobility service across the fields of vehicle and commercial vehicle rental, car sharing, ride hailing and car subscriptions that can all be booked via the SIXT app. The ONE mobility platform allows for the services of other well-known cooperation partners to be combined with SIXT's offers.

This gives SIXT customers worldwide access to a fleet of more than 240,000 vehicles, the services of 1,500 cooperation partners and around 5 million drivers. SIXT currently operates in over 115 countries worldwide.

The listed family-owned company's strengths lie in its consistent customer focus, how it lives out its culture of innovation with strong technological expertise, its fleet of premium cars and its exceptional value for money.

SIXT SE: Consolidated Financial Statements and Separate Financial Statements

https://about.sixt.com/websites/sixt_cc/German/2000/investor-relations.html#Finanzberichte

SIXT IN FIGURES



242,000
VEHICLES



2,180
STATIONS

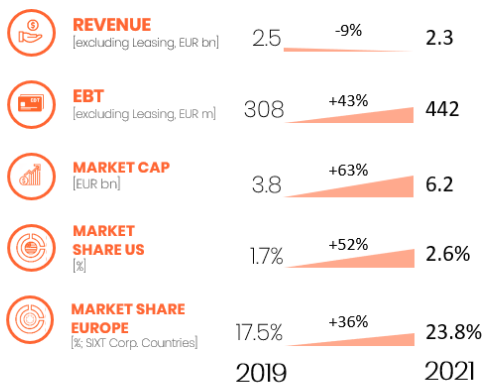


2,282
MILLION EURO
CONSOLIDATED
REVENUE

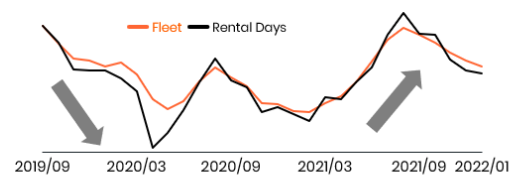
THE ADAPTABILITY & FLEXIBILITY OF THE SIXT BUSINESS MODEL HAS PROVEN ITSELF IN CRISES



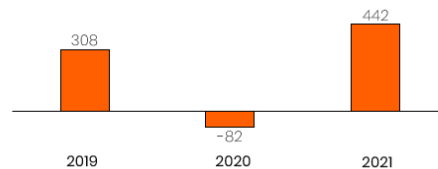
SIXT COMPANY PERFORMANCE 2019 VS 2021



FLEET LEVEL DURING COVID-19 PANDEMIC
[September 2019 – January 2022]



EBT [EUR m]



¹EBT Margin = EBT / Group Operating Revenue, 2019 numbers are adjusted for the sale of SIXT Leasing SE
Source: SIXT Annual Reports; Euromonitor

2. Conditions for Application

2.1. Request for Proposal - Framework

The client carries out the Request for Proposal (RfP) as a restricted invitation, to which only verifiably qualified companies are invited to submit proposals.

The evaluation of the submitted offers is carried out by the client according to qualitative as well as quantitative characteristics. If necessary, individual providers are invited to explain or substantiate their proposal and concept in the context of a presentation.

2.2. Confidentiality declaration and retention of title

This document and all other documents and data provided in the Request for Proposal contain information owned by SIXT SE or one of its affiliates. Transmission, receipt or possession of this document does not give any right to use any information contained therein in any other form.

Information from this document may not be copied, published or disclosed in any form without the prior written confirmation of SIXT SE.

If confidential documents are to be forwarded to third parties, this may only be done on the condition that they also undertake to maintain secrecy in accordance with the confidentiality agreement issued by the provider to the customer. This must be proven at the request of the client.

2.3. Notification of ambiguities in the documents of the request

If the Request for Proposal documents contain ambiguities in the opinion of the supplier, the supplier must inform the contact persons of the client before submitting the proposal.

The supplier must proceed in the same way if the required service packages do not appear with sufficient clarity to him, but he wants to refer his calculations to the respective packages.

If not clearly indicated by the provider, later complaints or requests, of any kind, are inadmissible.

2.4. Contact at SIXT

All queries of a technical, content-related, legal and economic nature are to be directed exclusively via Coupa (tender tool) to the creator of the invitation to tender.

If the bidder contacts other contact persons, the contracting authority reserves the right to exclude the bidder from the procedure.

2.5. Time frame for questions and answers

Any provider may request more detailed and precise information on the technical specifications, requirements and general conditions in request for proposal process. All questions received before the deadline for sending provider questions will be processed. The questions have to be sent to the address given in chapter 2.4. If this results in changes to the invitation to tender, this information or questions will be passed on to all potential providers.

2.6. Timeline of the RfP process

The individual activities of the RfP process are based on the following schedule:

Date	Activity
02.06.2023	Sending the RfP
07.06.2023	End of the deadline for sending provider questions
12.06.2023	Sending consolidated answers to provider questions
16.06.2023	Submission of provider proposals
Week 26	Feedback and scheduling for provider presentation (incl. demonstration) and scoping workshop
Beginning of July	Awarding

3. Proposal Details

3.1. Proposal submission

The deadline for submission of the proposal is the **16.06.2023**

3.2. Details of the company

The provider is requested to provide essential and relevant information about the company.

3.3. Proposal documents

For the submission of a proposal, the provider can use his own templates.

The proposal should include (If applicable):

- company presentation
- introduction of the offered solution
- project / implementation plan
- price offer
- completed questionnaire requirement list (attached excel file)
- proof of server uptime of min. 99,995% for at least the last 24 months

All prices are to be stated in EURO.

If the proposal documents are not submitted in due time, the client reserves the right not to consider the provider in the further process.

By submitting the proposal, the provider also expresses his general willingness to negotiate the content submitted in a possible extended offer phase.

At the same time, by submitting the documents, the provider fully accepts the conditions for participation in the proposal process.

Should the bidding provider decide to withdraw his participation during the RfP process, he is being asked to announce his decision without delay.

All quantities represent current plans and have been prepared to the best of our knowledge and belief. This does not result in any obligation to purchase minimum quantities. The aim is therefore to set up a pay-per-use model.

3.4. Remuneration and Billing

Invoicing of the provided services shall take place after acceptance by the client. The acceptance of the project results will take place along milestones still to be agreed and their review on the basis of expected deliverables. The term of payment is 60 days. The term of payment is 30 days. A 2% discount is granted for payment within 21 days.

3.5. Basis of contract and exclusion of the GTC

The client shall make the contracts available for cooperation, if necessary, in the follow-up to the bidding talks.

Furthermore, the client's [General Conditions of Purchase](#) (GCP) shall apply for the duration of the cooperation. The general terms and conditions of the provider (GTC) are excluded.

3.6. Contact of the provider

The provider shall name the representative of his company to the client, who is responsible for the coordination and execution of the project. The professional and project-related coordination of the cooperation is carried out in agreement with the representative of the provider. The coordination includes the individual orders to be completed independently by the provider.

3.7. Binding offers

The provider is bound to his offer and the conditions transmitted in this connection for 36 months after project start. The client reserves the right not to accept any price increases from the provider himself or any suppliers or manufacturers until expiry of this period. This also includes price increases resulting from possible exchange rate fluctuations.

3.8. Costs in the context of the call for tenders

For the inspection and processing of the RfP documents, the participation in events (e.g., workshops, offer presentations, etc.) arranged by the client, the preparation and submission of proposals as well as for all other activities and expenses of the provider in connection with the participation in the tender, the client will not grant any remuneration or reimbursement of costs.

Participation in the RfP process and the associated material and personnel expenses of the provider shall be fully at the provider's expense.

3.9. Conditions for modifications

The client reserves the right to subsequently modify all or individual parts of this RfP or to extend it to include new projects or to waive the awarding of individual or all positions in whole or in part.

3.10. Scoping Workshop / Proposal presentation

The client may invite to a provider presentation and scoping workshop as part of the evaluation of the bids. Presentations on the following topics are expected at this event:

- Presentation of the overall solution of the proposed product
- Explanations to cover the business requirements described in point 4. Project description of the RfP in consideration of the integration with SIXT's own systems including demonstration of the offered solution in a DEMO system
- Discussion of the technical scope (incl. interface)
- Presentation of costs
- Presentation of a realistic project plan and the necessary measures

3.11. Subcontractors

The following requirements for subcontractors exist:

- The provider will only use subcontractors with the written consent of the client. Upon request, the Contractor shall present the qualifications of the subcontractors used.
- The provider's liability remains unaffected by the involvement of subcontractors

3.12. Anticompetitive Arrangements

Arrangements or other agreements between the bidders participating in the invitation to tender which are likely to restrict, circumvent or distort competition in connection with the invitation to tender shall not be permitted. Such an action leads to immediate expulsion from participation in the tender. In such cases, the client also reserves the right not to consider the concerned providers in future tenders.

Should it become known after conclusion of the tender or after the conclusion of the contract that the provider has proceeded in one of the ways described in this section, the client is entitled to extraordinary termination of all contracts concluded with the provider in related areas for good cause.

If various providers addressed by this request for proposal intend to submit a joint proposal on the basis of a bidding consortium, the approval of the client must first be given to the relevant bidders for this procedure.

3.13. References

For an efficient handling of the project and the provision of a solution tailored to the SIXT problem, it is indispensable that the provider has experience. Evidence is requested which shall demonstrate the provider's experience in these areas. This should show to what extent the provider has already completed comparable projects and introduced comparable solutions for SIXT-like customers.

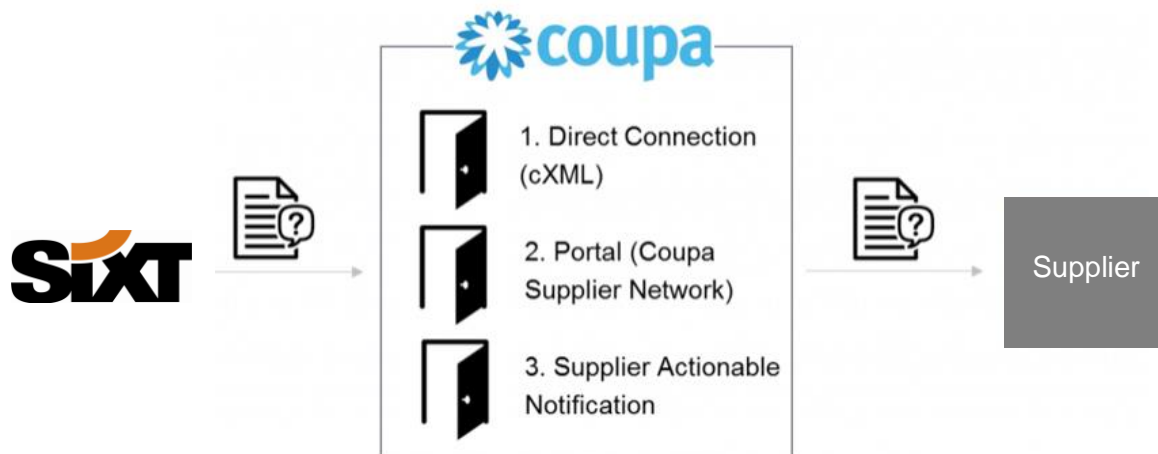
3.14. Miscellaneous

The contractor will not use the company and logo of the client or any of its affiliated companies as reference customers without the written consent of the client.

4. Technical requirements for ordering and invoicing

Coupa, our eProcurement solution, includes a Purchase-to-Pay (P2P) and Supplier Integration Management (SIM) processes, where SIXT can process the request, approval, ordering and invoicing of indirect goods and services, but also the registration of suppliers in our systems. In the following points, you can find brief information on how to connect your business to our eProcurement system and the advantages this implies for you.

4.1. Orders



4.2. Direct Connection (cXML)

It means an electronic Direct Connection between two IT / ERP systems (Yours and ours); in our case a cXML connection is used. This enables an automatic, electrical exchange of order and invoicing data. This option is recommended if you receive more than 100 orders per week from us or you simply benefit from a high automation of the order processing.

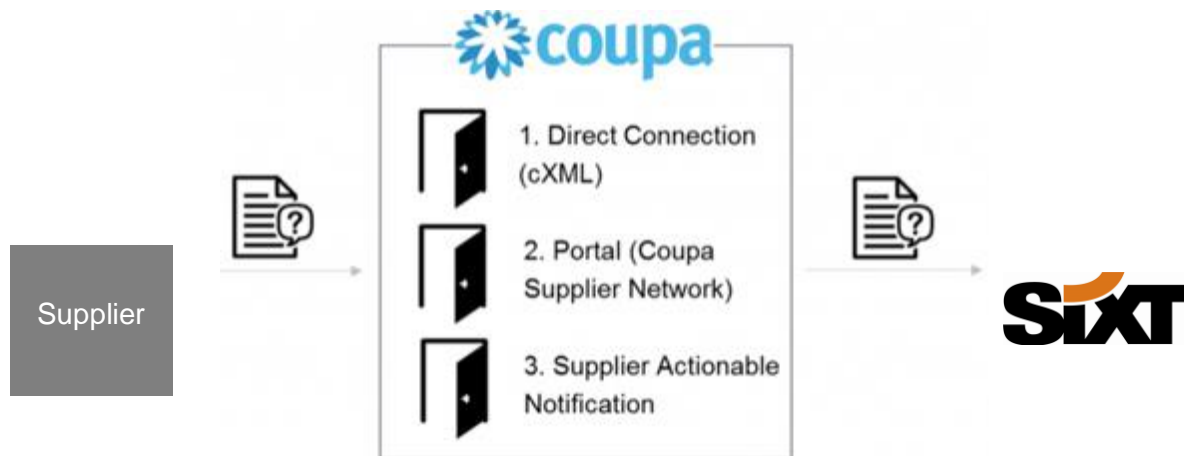
4.3. Portal (Coupa Supplier Network Portal – CSN)

The CSN offers you a comfortable and user-friendly access to all your orders. Only an initial registration in the CSN tool is necessary or we invite you to the CSN tool respectively. In the case you are using the CSN tool already with a different client the initial registration is not necessary anymore. Moreover, it is possible to maintain and upload catalogues online. We recommend this option if you receive more than one order per week from us and if you want to process orders via a catalogue.

4.4. E-Mails based on Supplier Actionable Notification (SAN)

The order transfer via SAN is the standard process for submitting PO's to our suppliers. The included information in the E-Mail enables you to confirm the order online as well as a direct access to our Coupa platform (without prior registration). Additionally, you can submit electronic invoices to us on the same way (see electronic invoicing).

4.5. Invoices



4.6. Direct Connection (cXML)

Means an electronic direct connection and allows the automatic electronic exchange of invoice data. This way of connection is recommended if you send us more than 100 invoices per week. You have the option to integrate your pre-systems.

4.7. Coupa Supplier Portal (CSP)

The CSP is an open supplier portal, serving among other things, as a self-service platform for suppliers and provides convenient and easy access to all invoices for you as a supplier. In addition, you have the ability to convert order data into billing information (PO-Flip) and create credit notes. The transparency provided by the portal allows you to see the status of your invoices. Furthermore, you can submit catalogue data via CSP to SIXT to add new items or update current articles and prices. There is only a one-time free registration in the CSP necessary. To be able to register on the portal, you will receive an invitation from us upon request. If you already use the CSP with another customer, you will not need to re-register. We recommend choosing this option if you send more than one invoice per week to us.

If you are interested in further information about the used system, please visit the Coupa Website.

4.8. Supplier Actionable Notification (SAN)

The SAN is a patented technology of Coupa. Take advantage of the received order per mail from SIXT to start immediately the electronic invoicing process. The email contains a button "Create Invoice" that allows you to access the Coupa platform without logging in and to generate an invoice from the order. This option will become the future SIXT standard if you only send invoices sporadically to us and you do not want to use the above options.

There are no costs for ordering and invoicing via Coupa. A connection to Coupa is a required for every supplier. By participating in this RfP, the provider agrees to be connected to Coupa.

5. Project description

5.1. Background

As part of the complete digitization of car rental processes, Sixt is striving for a fully connected fleet. In order to be able to use the necessary data for billing automatically and error-free over a constantly changing and highly heterogeneous fleet, a certain part that is not sufficiently covered by OEM solutions today must be implemented using an additional aftersales solution. In order to influence logistical processes as little as possible (low complexity, low installation effort) and thus achieve high scalability, after extensive analysis and evaluation, an OBD2 edge device with the appropriate connectivity and in-car communication capability was defined as the only possible way.

5.2. Requirements

- Hardware
 - Housing + OBD2 Connector must be one part
 - Maximum height should not exceed 50mm (otherwise obstacle in the footwell)
 - IMEI printed on the housing in plain text and/or as a barcode / QR code
 - 2G/4G, for US market 4G is mandatory
 - Power supply: minimum 9-30VDC
 - Power consumption <30mA @ 12V
 - Bluetooth 4.0 or higher
 - OBD2 protocol coverage (UDS, ISO)
 - ECE-R10 / FCC homologation
 - Server protocol: MQTT (if HW only)
 - Debugging / Flash Interface (e.g. USB)

- Data points
 - Mandatory
 - Timestamp
 - 12V battery level
 - VIN
 - IMEI
 - Odometer – real value, not calculated
 - Fuel level – real value, not calculated
 - State of Charge (SoC) – real value, not calculated
 - GNSS (lat, lon, alt, satellites count, speed, etc.)
 - FW version

 - Nice-to-have
 - Ignition / Engine state
 - Charging state
 - Reach
 - Tyre pressure
 - DTCs / Check control messages
 - Next service inspections
 - Crash
 - Acceleration / damage detection
 - Towing detection

- Events (to push a new data set)
 - Mandatory
 - 12V battery undervoltage / disconnection alert
 - Periodically / based on other triggers
 - Nice-to-have
 - Ignition change
 - SoC change every x %

- Commands
 - Mandatory
 - Pull new data set
 - Nice-to-have
 - Reset device

- Middleware (optional)
 - SIM cards pre-installed and managed
 - Device management service
 - Firmware/Configuration update service
 - API: MQTT / REST
 - Data set like above
 - Platform availability >99,9%
 - Cloud locations: EU and USA

5.3. Pricing

All prices provided must be in Euro. The must send the pricing in the RFP excel which is provided along with this document.

5.4. Contract period

60 months, but unilateral right to terminate for SIXT after 36 months - main goal is to build a strategic partnership

6. Additional requirements for the proposal

6.1. Structure

In the interest of efficient evaluation, the offer should be structured according to the following chapters.

- Provider (incl. references)
- Management Summary
- Description of the solution
- Scope of services
- Cost breakdown
- Project plan
- Quality Assurance
- Miscellaneous: Comments and additions of the supplier, attachments

Further documents and information can be attached to the offer in the appendix.

6.2. Provider (incl. references)

This part includes:

- Company information and recognition of obligations and requirements
- A short company profile and business figures of the last three years

Information on any subcontractors used must also be provided in the company details.

The business figures must include the company as a whole as well as the relevant business area with sales, business result and number of employees.

With the legally valid signature of the company details, the supplier confirms to comply with all obligations and requirements listed in this RfP.

6.3. Management Summary

The offer must include a management summary showing the most important points of the offered solution.

6.4. Description of the offered solution

The description of the solution includes (but is not limited to):

- For each of the required functions, an evaluation must be given as to whether this can be fulfilled with the proposed solution. This should provide information about the coverage of the SIXT requirements.
- A detailed justification must be provided
 - in case of non-fulfillment
 - for functional features which, in the opinion of the supplier, make the product appear to be particularly suitable for use at SIXT
- A detailed functional and technical description of the solution must be submitted.
- Detailed description of the products and versions to be used, including a detailed description of the functions and processes in the individual modules with reference to SIXT
- Detailed description of how the integration with the SIXT IT landscape should be realized

- The solution description also includes the costs of the provided services

6.5. Scope of services

In addition to the presentation of the solution offered, the offer shall contain a detailed description of all services to be provided by the provider and the results to be delivered which are necessary to implement the solution.

The project results are generally described by the following specifications:

- All documentation must be created with Microsoft Office Tools in a uniform format specified by SIXT and stored in a central SIXT directory (Confluence, Sharepoint or similar).
- All documents developed within the framework of the project must be prepared in English. It must be ensured that the language level has a professional quality and is suitable for native speakers.
- Furthermore, the documents shall be subject to internal quality assurance by the provider.

6.6. Project schedule

The offer must be accompanied by a description of the procedure and a detailed project plan. The project planning should contain all essential steps of the development of the blueprint template, the implementation and roll-outs. The project plan should contain relevant milestones that are suitable for the acceptance of partial services.

The necessary cooperation of the client shall be evident from the project plan. The efforts for SIXT should be kept at a minimum. The project plan should point out possible problems, risks and strategies for risk minimization.

6.7. Quality assurance

The provider is responsible for the quality assurance of the service packages. All documents to be produced in this project must be subject to internal quality control by the provider. The solution developed in the project must be subjected to quality control by the provider. The implementation and results of quality assurance must be documented.

6.8. Appendix

Other annexes such as references, product information sheets, white papers, (technology) partnerships, certifications, etc. must be attached.

7. Provisions by SIXT

SIXT fulfils the following obligations within the framework of the joint project:

- SIXT supports the provider with necessary and appropriate capacities in the individual project phase, during the implementation.

8. Provider declaration

- The indicated unit prices are determined independently and without price agreement with other providers.
- The type and scope of the entire project are sufficiently known.
- We have properly complied with the statutory obligation to pay taxes and all other compulsory contributions.
- The service specifications together with all information are accepted by us without reservation, to the exclusion of our own contractual and delivery conditions.
- The RfP documents were checked for completeness.

9. Appendix

- I. **SIXT requirements OBD2 (Excel file for pricing)**
- II. **SIXT requirements (PPT)**