



Association of State Road Transport Undertakings

Plot 4-A, PSP Block, Pocket – 14, Sector -8, Dwarka, New Delhi – 110 075

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NATIONAL COMPETITIVE BID NOTICE NO - 1/2010 – 227th SC (S&C) Dt. 22.07.2010

1. **Association of State Road Transport Undertakings (ASRTU)** is an association representing 61 Public Sector Bus Transport Organisations (STUs) in India. Its member STUs own nearly 1.15 lakh buses (Leyland and Tata) and purchase spares worth about Rs.800 crores a year. ASRTU invites National Competitive Bids and concludes Rate Contracts (RCs) for automobile spares and accessories common to all the STUs. **ASRTU's policy is to encourage quality and competition. For easy and quick access of the vendors to participate in tenders, ASRTU has introduced Electronic Tendering (E-tendering).**

2. **Bids** are invited from manufacturers only for supply of the items included in the following procurement groups for application in Tata & Leyland vehicles/Buses in the following category of provisions:

Category (1): Items for which tenders are invited for finalizing rate contracts under standard/normal provisions (in Electronic mode only)

Category (2): Items for which tenders are invited for finalizing rate contracts with Original Equipment (OE) manufacturers under OE provisions (in manual mode only)

3. Important dates for tenders of Category (1)

- A) **Tender Commencement Date** : 26/07/2010 11 00 Hrs
 B) **Tender forms request Last Date** : 26/08/2010 18 00 Hrs
 (Along with **only DD** of Rs.3000/- towards cost of tender forms)
 C) **Tender Closing Date (Last Date to submit e-bid):** 27/08/2010 11 00 Hrs
 D) **Last Date to submit Demand Draft of EMD** : 27/08/2010 11 00 Hrs
 (E-bid stands rejected, if DD of EMD is not received in ASRTU office by this date & time)
 E) **Tender Opening Date** : 27/08/2010 12 00 Hrs

4. Important dates for tenders of Category (2)

- A) **Tender Commencement Date** : 30/07/2010 11 00 Hrs
 B) **Tender forms request Last Date** : 30/08/2010 11 00 Hrs
 (Along with **only DD** of Rs.3000/- towards cost of tender forms)
 C) **Tender Closing Date** : 30/08/2010 17 00 Hrs
 (Last Date to submit tender manually)
 E) **Tender Opening Date (Manual opening)** : 31/08/2010 11 00 Hrs

Cost of Tender Forms for both the above categories of tender (Non-Refundable) = Rs. 3000/- Per Procurement Group per category.

Category (1): Items for which tenders are invited for finalizing rate contracts under normal provisions

Sr. No.	Name of the Procurement Group	Earnest Money Deposit (EMD) (Rs. per procurement group)
1	PVC & Foam Leather Cloth and Vinyl Flooring for Bus Coaches	10,000/- (Rs.Ten Thousands only)
2	Spring Assemblies & Spring Leaves	
3	Cylinder Liners	
4	Laminated & Toughened Safety Glass	
5	Fasteners (High Tensile) – Bolts & Nuts for Chassis & Bus Body and Self Locking Nuts	6,000/- (Rs.Six Thousands only)
6	Wheel Studs, Wheel Bolts and their Nuts	
7	U-Bolts, Centre Bolts, Anchor Bolts & their Nuts for Chassis application and Bus Body	
8	U-Bolts	
9	Fan Belts	
10	Centralized Vehicle Chassis Lubrication System (On-Board)	
11	Electronic Bus Ticketing Machine	
12	Tyre Valves, Cores, Caps etc.	
	Centrifugal Lube Oil Cleaner	

Spring Steel Flats (SSF)

ASRTU also invite applications from SSF Manufacturers under Vendor Development Registration Scheme (VDRS). SSF Manufacturers approved under VDRS, may be recommended to Spring Assys & Leaves Manufacturers on contract with ASRTU for their SSF requirements.

For Category (2) only

Only well established OE manufacturers for supply of items pertaining to item groups listed in Annexure-LT are eligible to participate in the tenders of **Category (2)**. **Earnest Money Deposit (EMD)** per procurement group for category (2) tenders is Rs.10,000/- which must be paid by Demand Draft with the tender. Tender shall be rejected without EMD at the time of opening, if the EMD not found in envelop or received separately on or before **30-8-2010**.

Procedure for participating in tender for Category (1)

The relevant details of Demand Draft for the cost of Tender Forms may be entered at appropriate place provided in e-tender site. For guidance, please refer **Annexure –I** enclosed.

5. TENDER DOCUMENTS

- i) Free view documents of the tender (i.e. **Important Instructions, Volume-2, Volume-3, Volume-4, and Specification & Drawings**) are available at the home page of <http://www.mytenderwizard.com/ASRTU>. To view / download, click on “**General Documents for Tender Notice - 1/2010 – 227th SC(S&C)**” link.
- ii) For Tender Forms/Documents available to view/download **against payment of Cost of Tender Forms**, follow the steps below:
 - a) Click on E-Tender link provided in www.asrtu.org OR directly access tender site using URL <http://www.mytenderwizard.com/ASRTU>
 - b) Use ASRTU provided USER-ID & your PASSWORD to log in
 - c) Vendors not having **USER-ID & PASSWORD** may contact Tender Cell, ASRTU well before the closing date of Tender.
 - d) Vendors must change ASRTU provided password after initial login for security reasons. Click “**Modify Password**” link to change the password.
 - e) Procedure to download and upload tender related documents is explained in the e-tendering **Vendor Manual** available in **Vendor Facilities** at Home Page for reference/download. However, it is strongly suggested that vendors should attend training on e-tendering as per schedule at **Sr. No. 9** below for better understanding.
6. i) The tender documents at 5 (ii) above are made available **online** only. Tenderers may once again note that **last date to submit e-bid (i.e. documents of Volume-1) is on or before 27/08/2010 11 00 Hrs.**
- ii) Hard copies of documents of **Volume-2 & Volume-3** should reach **Tender Cell, ASRTU latest by 3/9/2010**
7. Tender Cell, ASRTU shall issue bid tender forms on receipt of cost as per S. No. 4 above **on any working day starting from 26/07/2010 to 26/08/2010 by 18 00 Hrs.**

EARNEST MONEY DEPOSIT (EMD)

E-BID WITHOUT THE EMD WILL NOT BE ENTERTAINED, THEREFORE, TENDERERS MUST ENSURE THAT THE REQUISITE AMOUNT OF EMD MUST REACH ASRTU OFFICE LATEST BY **27/08/2010 11 00 HRS.** TENDER WITHOUT EMD WILL BE REJECTED. NO PREVIOUS EMD SHALL BE SUBJECT TO ADJUSTMENT AGAINST THE FRESH EMD.

IMPORTANT:

DEMAND DRAFT OF EMD MUST BE SUBMITTED IN A SEPARATE ENVELOPE. NAME OF FIRM, ITEM AND TENDER NOTICE NO. SHOULD BE CLEARLY MENTIONED ON THE ENVELOPE AND BACK OF DD.

ASRTU SHALL NOT BE RESPONSIBLE IN CASE YOUR E-BID IS REJECTED DUE TO NON RECEIPT OF EMD DEMAND DRAFT. THEREFORE, YOU ARE REQUESTED TO SUPERSCRIBE THE ENVELOPE CONTAINING EMD DEMAND DRAFT AS “EMD FOR TENDER”

8. **The other charges of the tender as mentioned below are to be paid to ASRTU. Non-payment of these charges shall delay further action on your tender.**
 - a. Works Inspection Charges per factory per location @ Rs.2000/-per inspection.
 - b. Testing charges as per Testing Charges Schedule provided in Volume – 4

ASRTU shall not be responsible for any delay or non-receipt of charges mentioned herein above.

- c. All payments shall be made to ASRTU by way of Demand Draft drawn in favour of the “**Executive Director**”, ASRTU, payable at New Delhi.

Tenderers must furnish details of payments in appropriate places of e-bid (Volume-I)

Note

- a. **Your tender will not be accepted by the system if you have not furnished the complete details in the prescribed format of tender charges as also in the documents as required to be submitted in this tender.**
- b. **ASRTU will not be responsible for any delay or non-submission of Charges/Documents by the due date. This office in any mode other than e-tendering shall accept no tender.**
- c. **Tenderers must read document of Important Instructions carefully and submit the e-bid (i.e. Volume-I) as also Volume-2 and Volume-3 accordingly.**

Procedure for participating in tender for Category (2)

The relevant details of Demand Draft for the cost of Tender Forms may be entered at appropriate place provided in e-tender site. For guidance, please refer **Annexure –I** enclosed.

I. TENDER DOCUMENTS

- a) i) Free view documents of the tender (i.e. **Important Instructions, Volume-3, and Volume-4, Cover page and Annexure-LT**) are available at the home page of <http://www.mytenderwizard.com/ASRTU>. To view / download, click on “**General Documents for Tender Notice - 1/2010 – 227th SC(S&C)**” link.
- ii) Tender Forms/Documents available to view/download **against payment of Cost of Tender Forms** are as follows:

- Annexure “A”: SPECIAL TERMS & CONDITIONS APPLICABLE TO TENDER (O.E. MANUFACTURERS)
- Annexure “DF”: Declaration of prices and discounts offered in tender

- Annexure“D”: DECLARATION FORM FOR APPOINTMENT OF SOLEDEALER/DISTRIBUTOR/SOLE SELLING AGENT
- Annexure “P”: Undertaking to chose price option
- Annexure “B”: Proforma – A
- Annexure “: Undertaking to accept tender terms & conditions
- Annexure “F”: List of items supplied to vehicle manufacturers

b) Following steps to be followed to view/download the above documents:

- i) Click on E-Tender link provided in www.asrtu.org OR directly access tender site using URL <http://www.mytenderwizard.com/ASRTU>
- ii) Use ASRTU provided USER-ID & your PASSWORD to log in
- d) Vendors not having **USER-ID & PASSWORD** may contact Tender Cell, ASRTU well in time.
- e) Procedure to download tender related documents is explained in the e-tendering **Vendor Manual** available in **Vendor Facilities** at Home Page for reference/download. However, it is strongly suggested that vendors should attend training on e-tendering as per schedule at **Sr. No. 9** below for better understanding.

II) i) The tender documents at **I (ii)** above are made available **online** only. Tender Cell, ASRTU shall issue tender documents/forms on receipt of cost towards tender forms **on any working day starting from 30/07/2010 to 30/08/2010 by 11 00 Hrs.**

Tenderers may once again note that **last date to submit tender in manual mode only is on or before 30/08/2010 17 00 Hrs.**

EARNEST MONEY DEPOSIT (EMD)

TENDER WITHOUT THE EMD WILL NOT BE ENTERTAINED, THEREFORE, TENDERERS MUST ENSURE THAT EMD OF **Rs.10000/-** MUST REACH ASRTU OFFICE WITH THE TENDER ON OR BEFORE **30/08/2010 17 00 Hrs.** TENDER WITHOUT EMD WILL BE REJECTED. NO PREVIOUS EMD SHALL BE ADJUSTED AGAINST THE FRESH EMD.

IMPORTANT:

DEMAND DRAFT OF EMD MUST BE SUBMITTED IN A SEPARATE ENVELOPE AND THEN KEPT IN TENDER ENVELOP. NAME OF FIRM, ITEM AND TENDER NOTICE NO. SHOULD BE CLEARLY MENTIONED ON THE ENVELOPE CONTAINING DD OF EMD AND ON THE BACK OF DD.

ASRTU SHALL NOT BE RESPONSIBLE IN CASE YOUR TENDER IS REJECTED DUE TO NON RECEIPT OF EMD DEMAND DRAFT.

- ii) All payments shall be made to ASRTU by way of Demand Draft drawn in favour of the “**Executive Director**”, ASRTU, payable at **New Delhi.**
- iii) Hard copies of tender and all of the documents required with the tender should reach ASRTU **on or before 30/8/2010 17 00 Hrs at the following address:**

**The Secretary
Standing Committee (Supplies & Contracts)
Association of State Road Transport Undertakings
Plot 4-A, PSP Block
Pocket – 14, Sector -8
Dwarka
New Delhi – 110 075**

The envelop of tender shall be duly sealed and super scribed in BOLD letter as “**TENDER FROM OEMs-OE/2010/227TH SC(S&C) DUE ON 30-8-2010 17 00 HRS**”

III) The tenderer may also submit a CD of prices offered in tender in addition to hard copy, if possible. However, hard copies of tender documents are mandatory.

9. VENDOR TRAINING

In order to explain various features of e-tendering it is planned to organize free of cost vendor training as per the following programme

S.No.	Date	Time	Venue
1	20/08/2010	10.30 Hrs	ASRTU Bhawan Plot 4-A, PSP Block, Pocket – 14, Sector -8, Dwarka, New Delhi – 110 075

The interested vendors may send their confirmation for attending training preferably a week advance. It is strongly recommended that attendance at the training will be very useful for familiarization with the procedure of E-tendering as also for manual tender.

**Secretary
Standing Committee (Supplies & Contracts)**