



Association of State Road Transport Undertakings

ASRTU Bhawan, Plot 4-A, PSP Block, Pocket – 14, Sector -8, Dwarka, New Delhi – 110 075
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NATIONAL COMPETITIVE BID NOTICE

Dt 20.04.2012

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 1.47 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 only from manufacturers for supply of the items included in the following procurement groups for application in Tata & Leyland Bus Vehicles as per categories below:

Category (1): Items for which tenders are invited for finalizing rate contracts under standard/normal provisions (Mode: e –Tendering only)

Category (2): Items for which tenders are invited for finalizing rate contracts with Original Equipment (OE) manufacturers under OE provisions (ISSUE OF TENDER DOCUMENTS: ON-LINE AND SUBMISSION OF TENDER: IN MANUAL MODE)

Cost of Tender Forms (Non-Refundable) = Rs. 3000/- Per Procurement Group Per Category

***Tender Notice No. - 3/2011- 232nd SC (S&C) ***

3. FOR TENDERS OF CATEGORY (1)

-Important dates-

- | | | | |
|---|---|------------|-----------|
| A) Tender Commencement Date | : | 23/04/2012 | 11 00 Hrs |
| B) Tender forms request Last Date* | : | 23/05/2012 | 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) | : | 24/05/2012 | 11 00 Hrs |
| D) Last Date to submit Demand Draft of EMD | : | 24/05/2012 | 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 | : | 24/05/2012 | 12 00 Hrs |

Sr. No.	Name of the Procurement Group	Earnest Money Deposit (per procurement group)
1	Aluminium Extruded Sections & Sheets / Coil	Rs. 10,000/- (Rs.Ten Thousands only)
2	Thinwalled (Bimetal) Bearings, Bushings & Thrust Washer	
3	Propeller Shaft & U.J. Cross Assys. and Components	
4	Tubes & Flaps for Tyres and Curing Bags & Envelopes for Retreading of Tyres	
5	Tubes & Flaps for Tyres and Curing Bags & Envelopes for Retreading of Tyres	
6	Fuel Pressure Pipes (Injector Pipes), Leak Off Pipes and Other Pipe Lines	Rs. 6,000/- (Rs.Six Thousands only)
7	Cleaning & Etching Chemical	
8	Pins & Bushes (including Nylon Bushes)	
9	Wiper Motors, Arms & Blades	
10	Auto Dash Board Instruments, Flexible Drive Shafts, Switches and Flashers	
11	Fuel and Oil Hoses	
12	Aluminium Rivets (Blind & Solid)	
13	ERW Steel Tubes	
	Tie Rod, Tie Rod Repair Kits & Parts	

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4. 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.tenderwizard.com/ASRTU>. To view / download, click on “**General Documents for Tender Notice - 3/2011– 232nd 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.tenderwizard.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 24/05/2012 11 00 Hrs.**
 - ii) Hard copies of documents of **Volume-2 & Volume-3** should reach **Tender Cell, ASRTU latest by 28/05/2012**
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 23/04/2012 to 23/05/2012 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 **24/05/2012 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 - 3/2011 - 232ND SC(S&C)”

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” and most important instructions for quoting rates in tender carefully and submit the e-bid (i.e. Volume-I) as also Volume-2 and Volume-3 accordingly.**

- d. Tenderer may mention any relevant information against the “Remarks” column of **Proforma – A in Annexure - B**

*****Tender Notice NO - OE/2011-232nd SC(S&C) *****

FOR TENDERS OF CATEGORY (2)

Items for this category of tender are listed below and also in **Annexure-LT** which can be viewed/downloaded from Home Page of www.tenderwizard.com/ASRTU.

1. Thinwalled (Bimetal) Bearings, Bushings & Thrust Washer
2. Propeller Shaft & U.J. Cross Assys. and Components
3. Fuel Pressure Pipes (Injector Pipes), Leak Off Pipes and Other Pipe Lines
4. Pins & Bushes (including Nylon Bushes)
5. Wiper Motors, Arms & Blades
6. Auto Dash Board Instruments, Flexible Drive Shafts, Switches and Flashers
7. Fuel and Oil Hoses
8. Tie Rod, Tie Rod Repair Kits & Parts

Only well established OE manufacturers for supply of items pertaining to item groups listed above are eligible to participate in the tenders. **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 either in envelope or received separately on or before 24-05-2012 17 00 Hrs.**

-Important dates-

A) Tender Commencement Date	:	23/04/2012	11 00 Hrs
B) Tender forms request Last Date (along with only DD of Rs.3000/- towards cost of tender forms)	:	23/05/2012	18 00 Hrs
C) Tender Closing Date (Last Date to submit tender manually)	:	24/05/2012	17 00 Hrs
E) Tender Opening Date (Manual opening)	:	25/05/2012	11 00 Hrs

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.tenderwizard.com/ASRTU>. To view / download, click on “**General Documents for Tender Notice - 3/2011 – 232nd 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 (placed under Annexure-A)
- Annexure **D** : Declaration Form For Appointment of Sole Dealer/Distributor/Sole Selling Agent (placed under Annexure-A)
- Annexure **P** : Undertaking to choose price option (placed under Annexure-A)
- Annexure **B** : Proforma – A
- Annexure **C** : Undertaking to accept tender Terms & Conditions
- Annexure **F** : List of items supplied to Vehicle Manufacturers
- Annexure **R** : Rebate Declaration Form

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.tenderwizard.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 23/04/2012 to 23/05/2012 by 1800 Hrs.**

Tenderers may once again note that **last date to submit tender in manual mode only is on or before 24/05/2012 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 EITHER IN ENVELOP CONTAINING TENDER OR SENT SEPARATELY ON OR BEFORE **24/05/2012 17 00 Hrs.** TENDER WITHOUT EMD WILL BE REJECTED. NO PREVIOUS EMD SHALL BE ADJUSTED AGAINST THE FRESH EMD.

IMPORTANT:

ASRTU SHALL NOT BE RESPONSIBLE IN CASE YOUR TENDER IS REJECTED DUE TO NON RECEIPT OF DEMAND DRAFT OF EMD - OE/2011 - 232ND SC(S&C)"

- 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 supported documents required with the tender should reach **ASRTU on or before 24/05/2012 17 00 Hrs at the following address:**

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

The envelope of tender shall be duly sealed and super scribed in **BOLD** letter as **"OEM Tender-OE/2011/232nd SC(S&C) *** DUE ON 24-05-2012 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 (Common both for Category 1 & 2)

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	16/05/2012	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.

**Sd/-
Secretary
Standing Committee (Supplies & Contracts)**