



For Website/tenderwizard/ASRTU /all vendors/STUs/MSME/ACMA/Internal Use/Notice Board

## Association of State Road Transport Undertakings

ASRTU Bhawan, Plot 4-A, PSP Block, Pocket – 14, Sector -8, Dwarka, New Delhi – 110077

Tel: 011-43294294

E-mail: [dt.asrtu@gmail.com](mailto:dt.asrtu@gmail.com),

[asrtutendercell65@gmail.com](mailto:asrtutendercell65@gmail.com)

Website: [www.asrtu.org](http://www.asrtu.org)

NATIONAL COMPETITIVE BID NOTICE

Dt.24/12/2024

- 1. Association of State Road Transport Undertakings (ASRTU)** is an apex body representing 72 Public Sector Bus Transport Organizations (STUs) in India. Its member STUs own nearly 1.47 lakh buses and purchase spares worth about Rs.1800 crores a year. ASRTU invites National Competitive Bids and concludes Rate Contracts 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) for on-line participation in tender.**
- 2. Bids** are invited only from manufacturers for supply of the items included in the following procurement groups for buses used in SRTUs as per categories mentioned below:

**Category (1): Tenders are invited for finalizing rate contracts under standard/normal provisions (MODE: e-Tendering only)**

**Category (2): 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)**

### 3. IMPORTANT DATES FOR CATEGORY (1) ONLY

Tender Notice No. 3/2024- 270th SC(S&C)

Sr. No.	Event Details	Category - 1 (General Category)
1	Tender Sales Commencement	24-12-2024 at 11:00 hrs (Tuesday)
2	Tender Fee Payment (only online) Last date & time	22-01-2025 at 11:00 hrs (Wednesday)
3	EMD Payment Last date (only online)	23-01-2025 at 11:00 hrs (Thursday)
4	Tender submission/closing date & time (online for Category -I)	23-01-2025 at 11:00 hrs (Thursday)
5	Tenders Opening Date	23-01-2025 at 12:00 hrs (Thursday)

\*online payment to be made at payment gateway provided at home page of [www.tenderwizard.com/ASRTU](http://www.tenderwizard.com/ASRTU)  
(Both for Tender fee & EMD)

**Note: Please note that class-3 digital signature is now mandatory to participate in ASRTU tender.**

## Table of Procurement Groups

Sr. No.	Name of the Procurement Group	Earnest Money Deposit (EMD) Rs. (Per Procurement group)	Earnest Money Deposit for Category (2) Under OE Provision (Per Procurement Group)
1	Paints (Normal, Premium & PU Quality) and Paint Ancillaries	<b>Rs.10,000/- (Ten Thousand only)</b>	<b>Rs.10,000/- (Ten Thousand only)</b>
2	Automotive Batteries		
3	Gaskets		
4	Radiators & Cores		
5	Tyre Retreading Material (Precured Process) and Precured Patches for Tyres & Tubes		
6	Stainless Steel Body Material Chequered Sheets, Side Panels, Square & Round Tubings		
7	Bio Diesel		
8	LED Based Bus Destination Display System		
9	Spring Assy. & Spring Leaves		
10	Adhesives & Single Component Anaerobic Adhesives(Sealants)		
11	Hinges and Door Locks, Conductor Bell, Tower Bolts etc.		
12	Automotive Lights & Rear View Mirrors		
13	Automobile Bulbs & Halogen Auto Bulbs		
14	Rubber & Rubber Parts, Ballata Packing and Air Suspension Bellows		
15	Oil Seals		
16	Electronic Bus Ticketing Machine		
17	Plywood & Wooden/Fibre Boards		
18	Grease Nipple & Grease Gun		
19	Retro-Reflective Tape		
20	Cotton Waste		
21	Turbo Charger from Authorized OE Distributors		
<b>Submission of Tender in Manual Mode only</b>			
22	Spare Parts required for Volvo, Scania and other foreign brand buses from distributors having import license	<b>Rs.10,000/- (Ten Thousand only)</b>	
23	Public Announcement System with Advertisement rights		

**Cost of Tender Forms (Non-Refundable) = Rs. 3000+540 (GST@18%) Per Procurement Group, Per Category**

### 4. Procedure for participating in tender for Category (1)

The relevant details of **ONLINE PAYMENT** 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

- i) Free view of documents of the tender (i.e. **Important Instructions, Tender Notice, Annexure and Volume-4 -Test Charges Schedule**) are available at the home page of <http://www.tenderwizard.com/ASRTU>. To view/download, click on **General Documents for Tender Notice- 3/2024- 270th SC(S&C)** and other links.
- ii) To view/download Tender Forms/Documents available **against payment of Cost of Tender Forms**, follow the steps below:
  - a) Click on ASRTU Tender website link provided in [www.asrtu.org](http://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. 8** below for better understanding.

II. i) The tender documents at I (ii) above are made available **on-line** only. Tenderers may once again note that **last date to submit e-bid (i.e. documents of Volume-1) is on or before 23/01/2025 11.00 hr.**

ii) Hard copies of documents of **Volume-2 & Volume-3** should reach **Tender Cell, ASRTU** within one week of tender closing date.

**EARNEST MONEY DEPOSIT FOR GENERAL CATEGORY (EMD)**

E-BID WITHOUT THE EMD WILL NOT BE ENTERTAINED, THEREFORE, TENDERERS MUST ENSURE THAT THE EMD OF RS. 10000/- MUST PAID **ONLINE** LATEST BY **23/01/2025 11.00 HRS.** TENDER WITHOUT EMD WILL BE REJECTED. NO PREVIOUS EMD SHALL BE SUBJECT TO ADJUSTMENT AGAINST THE FRESH EMD.

**IMPORTANT:**

**ASRTU SHALL NOT BE RESPONSIBLE IN CASE YOUR E-BID IS REJECTED DUE TO NON RECEIPT OF EMD AMOUNT.**

III. The other charges of the tender as mentioned below are to be paid **ONLINE** to ASRTU. Non-payment of these charges shall delay further action on your tender.

- a. Works Inspection Charges per factory per location @ Rs.4000/ + GST@ 18 % 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. **Test Charges, Work Inspection charges, Vendor Development Registration fees and Secretarial Administrative Rebate shall be paid ONLINE to ASRTU along with prevailing rate of GST.**
- d. All online payment can be made at payment gateway provided at home page URL <http://www.tenderwizard.com/ASRTU>

IV. 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 of tender charges in the prescribed format 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 carefully document of “Important Instructions” and “Most Important Information” for quoting rates in tender and submit the e-bid (i.e. Volume-I).
- d. Documents of Volume-2 and Volume-3 shall have to be submitted by post/in person within one week of closing date.
- e. Tenderer may mention any relevant information in the “Remarks” column of Proforma – A

**5. FOR CATEGORY (2) - (OE Manufacturers only)**

**Tender Notice No. OE/3/2024- 270th SC(S&C)**

Only well-established OE manufacturers of the items contained in the procurement groups mentioned in the **Table of Procurement Groups** 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 **ONLINE through payment gateway provided at homepage of [www.tenderwizard.com/ASRTU](http://www.tenderwizard.com/ASRTU)**. Tender without EMD shall be rejected at the time of opening. The last date for submission of EMD **online** is 23/01/2025, 17:00 Hrs.

**Eligibility criteria for participation in OE tender**

Regular OE suppliers for bulk supplies of items to Bus Manufacturers whose buses are used in SRTUs. IATF:16949 valid certificate is an added qualification. OEM of critical items/assembly in the given procurement group for OE fitment in current makes and models of buses used by STUs. Firm shall furnish evidence of substantial OE supplies along with tender by way of copies of valid regular latest purchase orders and invoices certified by authorized signatory being executed currently to VMs. Firms may further substantiate their claim of being an established OE supplier by furnishing a certificate from VMs in addition to the copies of purchase orders and invoices. A procurement group-wise list of items is provided to facilitate the OEMs to know the items generally required by the STUs.

Tenders of the firms not complying with above shall be rejected. However, firms not meeting OEM criteria can apply for tender in general category (1) of tender notification.

## IMPORTANT DATES FOR CATEGORY (2)

Sr. No.	Event Details	Category - 2
1	Tender Sales Commencement	24-12-2024 at 11:00 hrs (Tuesday)
2	Tender Fee Payment (only online) Last date & time	22-01-2025 at 11:00 hrs (Wednesday)
3	EMD Payment Last date (only online)	23-01-2025 at 17:00 hrs (Thursday)
4	Tender submission/Closing date & time (Category -2) (Manual submission)	23-01-2025 at 17:00 hrs (Thursday)
5	Tenders Opening Date	24-01-2025 at 11:00 hrs (Friday)

### 6. Procedure for participating in tender for Category (2)

The relevant details of **ONLINE PAYMENT** for the cost of Tender Forms may be entered at appropriate place provided in ASRTU Tender website. For guidance, please refer **Annexure –I** enclosed.

#### I. TENDER DOCUMENTS

a) i) Free view documents of the tender (i.e. **Important Instructions, Volume-3, Volume-4 and Cover page**) are available at the home page of <http://www.tenderwizard.com/ASRTU>. To view/download, click on **General Documents for Tender Notice - 3/2024-270th SC(S&C)** link.

ii) Tender Forms/Documents available to view/download **against payment of Cost of Tender for Manual category (2) are as follows. Request for tender documents under this category may be sent by mentioning NIT reference OE/3/2024- 270th SC(S&C) and name of Procurement Group, otherwise there can be a delay to issue tender documents:**

- 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

**Note:- Tenderers participating in OE category (Category-2) must mention ASRTU item schedule number against each item in their price list after Sr no.**

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

- i) Click on E-Tender link provided in [www.asrtu.org](http://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

c) Vendors not having **USER-ID & PASSWORD** may contact Tender Cell, ASRTU well in time.

d) 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.8** below for better understanding.

II) i) The tender documents at I (a) (ii) above are made available **on-line only. Starting from 24/12/2024, 11.00 hr to 22/01/2025 by 11.00 hr.**

Please note that **last date to SUBMIT TENDER IN MANUAL MODE is on or before 24/01/2025 17.00hrs.**

**EARNEST MONEY DEPOSIT FOR O.E CATEGORY (EMD)**

*E-BID WITHOUT THE EMD WILL NOT BE ENTERTAINED, THEREFORE, TENDERERS MUST ENSURE THAT THE EMD OF RS. 10000/- MUST PAID **ONLINE** LATEST BY **23/01/2025 17.00 Hr**. TENDER WITHOUT EMD WILL BE REJECTED. NO PREVIOUS EMD SHALL BE SUBJECT TO ADJUSTMENT AGAINST THE FRESH EMD.*

**IMPORTANT:**

**ASRTU SHALL NOT BE RESPONSIBLE IN CASE YOUR E-BID IS REJECTED DUE TO NON RECEIPT OF EMD AMOUNT.**

ii) All payments shall be made **online** at payment gateway provided at home page <http://www.tenderwizard.com/ASRTU>

**Hard copies of tender and all of the supported documents required with the tender should reach ASRTU on or before 23/01/2025 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 – 110077**

iii) The envelop of tender shall be duly sealed and super scribed in BOLD letters as “**OEM Tender-OE/3/2024- 270th SC(S&C) -DUE ON 23/01/2025 17:00 hrs** for Category (2).

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## **7. COMMON REQUIREMENTS FOR CATEGORY (1) & CATEGORY (2)**

**Cost of Tender Forms +GST@ 18 % (Non-Refundable) = Rs. 3000+540/- Per Procurement Group, Per Category**

**ONLINE PAYMENT** towards Tender Fee/EMD can be made at payment gateway provided at home page of [www.tenderwizard.com/ASRTU](http://www.tenderwizard.com/ASRTU).


For other important details of tender notice, log on to website [www.asrtu.org](http://www.asrtu.org) and click ASRTU Tender website link or [www.tenderwizard.com/ASRTU](http://www.tenderwizard.com/ASRTU).

## **8. Pre-bid meeting (Common for both Category 1 & 2)**

**It is informed that a pre-bid meeting via virtual mode will be conducted on 07/01/2025 at 11:30 Hr at ASRTU office. During this meeting, the queries of vendors participating in the tender for the above items shall be clarified besides briefing the ASRTU tendering procedure etc. It will be very useful for all vendors especially new entrants. Bidders may depute their senior level officers on the specified date and time.**

**Please Note:**

**Hard Copies of Documents of Volume 2 & Volume 3 signed and sealed should reach this office within one week of closing date or else tender will be rejected and EMD will be forfeited to ASRTU.**

  
Secretary  
Standing Committee (Supplies & Contracts)