

ANDHRA PRADESH PUBLIC TRANSPORT DEPARTMENT (APSRTC)

PUBLIC NOTIFICATION FOR VENDOR REGISTRATION

Andhra Pradesh Public Transport Department (APSRTC) invites applications from manufacturers/their authorized representatives seeking Registration as vendor for supply of Automobile Spares, and bus body items/ General tools & hardware/automobile garage equipments, Medicines, Computers etc.,

The major items required by APPTD(APSRTC) on regular basis are: -

- 1) Lubricants, Greases, Coolants
- 2) Tyres, Tubes, Thread Rubber, Tyre Vulcanising material
- 3) Gear & Gear Parts, FIP Parts, Piston Assy.& Rings, Engine Valves
- 4) Alluminium Sheets, Plywood, Seat Cushions, Foams, Passenger Bus Seats, PVC Leather Cloth, Foam Rexine etc.
- 5) Uniforms, Woolen Jercies, Sarees & Blouses
- 6) Clutch & Clutch Parts, Oil Seal, Gasket
- 7) Paints, Trichloroethylene
- 8) Laminated Wind Screen Curved Glasses & Toughened Glass
- 9) Automotive Lights, Automotive Bulbs & Halogen Bulbs
- 10) Spring Assy.& Leaves
- 11) Batteries, Fuel Filters, UJ Kits, Tierod Repair Kits
- 12) Jumbo Thermal Reel Paper & Creamwove Reel Papers
- 13) Brake Drums, Cylinder Liners and Brake Linings
- 14) Malleable Components, Pins & Bushes
- 15) Radiators & Radiator Cores
- 16) Lockstrip Gaskets & Flock Channel
- 17) Wheel Bolts & Nuts, Centre Bolts, Spring U Bolts & Body U Bolts and All Nuts & Bolts
- 18) POP Rivets & Electrodes
- 19) Fan Belts
- 20) Computers & Peripherals / IT Products
- 21) Medicines & Medical items

The intending firms having manufacturing facility located in the state of A.P and having the required credentials are requested to apply duly downloading the following relevant annexures and also enclosed DD amount drawn in favour of 'Public Transport Department Government of Andhra Pradesh', (Current Account No.41314187169, IFSC Code:SBIN 0020169, SBI, Seetarampuram Branch) RTC House, APSRTC, VIJAYAWADA and incorporate different slabs as follows towards registration charges were ever the firm inspection by technical officers is involved.

- (i) Registration fee for Small Scale Industries :Rs.10,000/- + (GST 18%)
- (ii) Registration fee for Medium Scale Industries :Rs.15,000/- + (GST 18%)
- (iii) Registration fee for large scale Industries :Rs.20000/- + (GST 18%)

Annexure I: For registration of Automobile spares/Genl. Items/ Garage Equipments etc.

Annexure II: For registration of Computers & Peripherals

Annexure III: For registration of Medicines & Medical items.

CONTROLLER OF STORES-CI

ANDHRA PRADESH PUBLIC TRANSPORT DEPARTMENT (APSRTC)

FORM OF APPLICATION FOR USE OF FIRMS IN ANDHRA PRADESH FOR ENLISTMENT AS APPROVED SUPPLIERS TO THIS CORPORATION FOR SUPPLY OF AUTOMOBILE SPARES/GENL.ITEMS/GARAGE EQUIPMENTS ETC.

1. Complete and definite answers to questions must be given otherwise the application is liable to be ignored.

Name of the Firm :

Telegraphic Address Phone No

Address of Head Office.....

- 2.Items or items of Stores giving reference to Group No. of the attached list for which enlistment is desired.

(a) Is your firm incorporated under the Indian Companies Act or any other law of India ?

(b) Is your firm registered under the Indian Partner-ship Act 1948 ? If so who are the Partners, Proprietors, please give their names and addresses and Telephone Nos. of Office & Residence of Partners / Proprietors.

(c) Is your factory registered under the Indian Factories Act 1949 if so, Registration No. and date.

3. Does your firm come under the scope of the Industries (Development & Regulations) Act 1951 and if so, the No. & date of Registration or License held under the Act.

4. Companies Act 1913 / Companies Act I of 1956, state the name in which it is registered. If the firm is registered under the Indian

5. The registrar with whom it is registered & his place, the date of registration & No. of registration Certificate.

6. Authorised Capital & Subscribed Capital.

7. If the firm is registered under the Indian Partnership Act 1982 or any other Act requiring the Registration of Firms / Partnership.

(a) the name and / or style in which it is registered.

(b) the place of registrar of Firms with whom registered.

(c) the date of such registration and the No. & date of Registration Certificate.

(d) the Name and addresses of all the partners and extent of their shares.

- (e) Whether under the partnership deed any one partner has been authorized to sign and bind the firm in all contractual obligations including power to refer cases for arbitration. If not, whether a separate power of Attorney exists in favour of particular partner to perform such function. In the latter case a copy duly attested by NOTARY should be submitted.

8. IN ANY OTHER CASE :-

The name(s) and address(es) of the proprietor and / or all the partners and the nature and extent of their interest in the joint business (in the case of joint Hindu Family Firm give this information regarding all persons who have any interest in the business).

Income Tax, Circle / Ward District in which the concern and each of its proprietor(s) / partner(s) is / are assessed, Income Tax and G.I.R. No. of each.

9. IF YOU ARE A MANUFACTURER :-

- (a) locations of Manufacturing works / Factory / Factories owned by you. (Documentary evidence of owner-ship must be produced).
- (b) brief description of the factory (eg. area, covered accommodation, departments into which it is divided, laboratory etc).
- (c) details of Plant & Machinery erected and functioning in each department. (Mono-graph and descriptive pamphlet should be supplied if available).
- (d) whether the process of manufacture in the factory is carried out with the aid of power or without it. Installed capacities.
- (e) details of arrangements of quality control of products, process testing and finished product. In house-test facilities such as laboratory testing.
- (f) details of stores or class of stores which the factory is equipped, is capable of production (specify each item separately).
- (g) whether stores are tested to any standard specification, if so copies of original test certificates should be submitted in triplicate.
- (h) in case you do not own the factory but utilize the factory of some other firm for the manufacture / fabrication of the stores for which you have applied for Registration of the item or other basis you should furnish a valid legal agreement that factory of

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has been put up at which
registration has been applied for.

** (Here indicate the name of the firm whose factory is being utilized).

10. If you are accredited agent (s) of any manufacturer(s) give :
 - (a) name and address of manufacturer(s).
 - (b) articles for which you have agencies .
 - (c) stocks carried by you.
11. If you are stockist (s) :
 - (a) items stocked
 - (b) approximate value of your stocks and approximate value of annual sales.
 - (c) address of your shop or godown (s) where your stocks can be inspected.
12. Classes of imported articles normally stocked by the Firm.
13. Classes of articles imported by the Firm.
14. State particulars with value (approximate) and date of any contract (of considerable magnitude) executed in the past 12 months by your firm for the Industries and Supplies Dept., Railway or Local body or any State Transport Undertaking.
15. If the firm is recognized Cottage Industry or Small Scale Industries unit(s) should submit certificate from director of the unit in support of the statement.
16. Are you on the approved list of Director General of Supplies and Disposals (D.G.S & D), New Delhi and if so, give details of items for which enlisted and registration No.& date.
17. If you are on the approved list of any other Government of State or Central Government undertaking or private Co., give registration No. & items registered.
18. Did you apply for registration with this Corporation before under this or any other name, if so with what results ?
19. List of certificates / documents attached to this application (please state) whether attached or not. Say YES or NO.
 - (a) Power of attorney and copies thereof.
 - (b) Ownership documents and copies thereof.
 - (c) Original rent receipt of the premises.
 - (d) Cash vouchers for Plant & Machinery.
 - (e) Proof regarding ownership of stocks.
 - (f) Income Tax Clearance certificate of :
 - (i) Proprietary

- (ii) Industrial Partners
- (g) A copy of each of Memorandum of Article of Association.
 - (i) Certificate of Incorporations.
 - (ii) Entry in form 'A' from the Registrar of firms.
- (h) List of Sitting Directors.
- (i) A certificate copy of the partnership deed.
- (j) Original Certificate from the conservator of Forests in case of timber firms.
- (k) Declaration authorizing Branch Managers of entering into contractual obligations.
- (l) One copy of each of the following
 - (i) Last Annual Report.
 - (ii) Profit & Loss Account and balance sheet as for immediate preceding year.
 - (iii) Statement indicating the results of operation and financial position of the firm

19. Who are your Bankers? Give complete addresses.

20. Further remarks, if any (attach on additional sheets and furnish) Mr. who has signed this application and of other person who in future may be appointed by me/us instead to carry on the business of the concern whether an intimation of such change is given to the Corporation or not.

I hereby declare that the entries made in this application form are true to the best of my knowledge and also that we shall be bound by the acts of my / our duly constituted attorney.

**Signature of Proprietors / Secretary /
Partner / Manager**

All subsequent change in the constitutions of working of firms affecting the necessary answers now given should be promptly communicated to the Corporation.

Place :

Date :

Annexure - II

ANDHRA PRADESH PUBLIC TRANSPORT DEPARTMENT (APSRTC)

**FORMAT FOR VENDOR REGISTRATION IN APPTD(APSRTC) FOR SUPPLY OF
COMPUTERS AND PERIPHERALS**

1. NAME OF THE FIRM: M/s.
2. ADDRESS (H.O)
(with Tel./ Fax / e-Mail ID)
 - a) Type of Organization :
Proprietary/Partnership/Ltd Co./SSI
unit (Encl. Proof/partnership
deed/Articles of Association/Permanent
SSI certificate)
3. No.OF BRANCHES BRANCH WISE ADDRESS (with Tel./Fax/e-Mail ID)
 - a) With in A.P.
 - b) O/SIDE AP
 - i. Tamilnadu
 - ii. Karnataka
 - iii. Other States
 - c) APGST/CST Registration
No. (Encl.Certificate)
4. ESTABLISHED IN THE YEAR :
 - a) No.OF COMPLETED YEARS
SINCE ESTABLISHMENT
5. DETAILS OF CHANGE IN MANAGEMENT / CONSTITUTION IF ANY :
(furnish details with proof)

6. ANNUAL TURNOVER for supplies of

- i) Crucial Projects, On-Line systems (furnish year wise details for the past 3 years)

for: a). APPTD(APSRTC)

for: b). Others

- ii) . Systems

for: a). APPTD(APSRTC)

for: b). Others

- c). INCOME TAX: Encl.Income tax clearance certificate for the preceding 3 financial years.

7. MARKETING NETWORK (PERSONNEL) :

- a) . Within AP

- b) . Out-side AP

8. SERVICE NETWORK :

Service Centers

- a) . Andhra Pradesh

- b) . Tamilnadu

- c) . Karnataka

- d) . Other States

9. ISO / ISO 9000 CERTIFICATE DETAILS :

10. TESTING FACILITIES :

AT FACTORY / HO (individual details)
(for testing components / parts of servers
/ computers / peripherals devices) enclose
details

11. Supply of systems : to at least more than 2 :
Organizations

i. for major Projects to more
than
reputed Organizations
(Servers,
nodes, Peripheral devices)

a) Within AP (Minimum 20) : * YES / NO

b) Within Country (Minimum 50) : * YES / NO

* if YES, enclose Location wise details

* if NO specify Nos. Supplied

ii. for Minor Projects more than 2
Organizations
(Systems)

a) Within AP (Minimum 10) : * YES / NO

b) Within Country (Minimum 25) : * YES / NO

* if Yes, Enclose Location wise details

* if NO, specify Nos. Supplied

12. Do you have Official authorized Distributors / Dealership YES / NO

i) For IBM / COMPAQ / HP / ACER / DELL Systems
and Major RDBMS / ORACLE & DB2

* if YES, enclose valid certificate from the principals

YES / NO

ii) For Indian Brands : HZL / DCM / WIPRO / CMS
PCS & ACCEL ICIM

* if YES, enclose valid certificate from the principals

13. Supply of Servers / systems as detailed at sl.no.12,
Capacity for supplying certified Operating
Systems of firms like SCOUNIX, WINDOWS NT,
LINUX, NOVEL NETWAR Completed till sl.no.13.
7.7.2003

14. No. of Qualified Software Personnel with Degree in
Computers / PG Diploma in

Computers and with knowledge & skills in Optg. System (at sl.No.13), Network including RDBMS and DB2, and also should be able to solve critical Hard ware & Soft ware problem

a) More than 10 personnel with min.3 years experience YES / NO

b) Between 5 to 10 personnel with min.3 yrs experience YES / NO

* if YES, enclose personnel wise Bio-date with experience

* if NO, specify number with experience

15. Should have at least 10 adequately qualified service Engineers / personnel who could solve critical Hardware and Operating system problems and should have had experience in networked installations YES / NO

for crucial online projects in twin cities / A.P

* if YES, furnish details of personnel with Qualification
/
No.of years service in the present employment.
No. of years Service in previous
employment
(submit proof)

16. No.of Computer Systems supplied to

a) APPTD(APSRTC) :

b) AP Govt./ PSU'ts :

c) Other State Govt. :

d) Banks :

furnish Department wise details

17. ANNUAL MAINTAINANCE CONTRACT :

a) Currently holding AMC with APPTD(APSRTC)
AP Govt./ Large PSU's / Banks located within AP for Major project installations running online systems at a minimum of 25 different locations where multi-user system on Operating systems such as UNIX / NOVEL NETWARE etc., are deployed.

b) Currently holding AMC with APPTD(APSRTC) /
AP Govt./ or State Govt. U/T's / Banks within AP for installations running online systems at a minimum of 25 different locations not only in twin cites, but also

in some other locations of AP where multiuser system on Operating systems such as UNIX / WIINDOWS / LINUX /NOVEL NETWARE etc., are deployed.

* if YES, enclose list of these installations with address,

Tel.No.and Xerox copies of contract

* if NO specify the Number with all details as above

18. Value of current AMC held (per annum) -

- i) APSRTC
- ii) AP GOVT
- iii) PS U/t's
- iv) Banks

Certified that the information furnished in the format and enclosures are **True & Correct.**

SIGNATURE

Enclosures :
(Annexure details) :

Name (Signatory):

Name of the Office :
Designation :
Office Seal :
Date :

Annexure-III

ANDHRA PRADESH PUBLIC TRANSPORT DEPARTMENT (APSRTC)

FOR REGISTRATION OF FIRMS FOR SUPPLY OF MEDICINES & MEDICAL ITEMS TO APSRTC THE FOLLOWING DOCUMENTS NEEDS TO BE SUBMITTED

1. Market Standing Certificate (minimum 3/5 years)
2. Income Tax Certificate of the Company
3. Undertaking Certificate owing responsibility for any untoward reaction of the usage of the drug / product supplied by you.
4. Manufacturing license issued by the Drug Inspector.
5. An article of Association incorporating the Company.
6. Latest Non-Conviction Certificate.
7. WHO GMP Certificate.