

# OPEN TENDER NOTICE

## FOR: SUPPLY OF SPARE PARTS

### TERM OF REFERENCE (ToR) SUPPLY OF SPARE PARTS

Reference: ECF-MNT-SPR-TND-2025-001

#### 1. Introduction and Objective

Ecofleet Solutions Ltd is mandated to modernize and enhance public transport services within the City of Kigali through efficient and reliable fleet management. As part of its commitment to maintaining high service standards and ensuring safe, dependable, and commuter-friendly transport, Ecofleet requires a consistent and reliable supply of quality spare parts to support its bus operations.

To sustain optimal performance and availability of its fleet of **190 ZK6106HG Yutong buses**, Ecofleet Solutions Ltd intends to engage qualified and experienced suppliers for the supply of genuine and compatible spare parts. The objective of this tender is to select competent suppliers capable of providing timely, high-quality spare parts to support preventive and corrective maintenance, thereby ensuring continuous, safe, and efficient fleet operations.

#### 2. Scope of Supply

This is a **goods supply contract** for the provision of spare parts, consumables, oils, lubricants, fluids, and batteries required for the maintenance and operation of Ecofleet's fleet of **190 ZK6106HG Yutong buses**.

The procurement is structured into **separate lots** to increase competition, transparency, and supplier specialization. Bidders may apply for **one or more lots**. Contracts shall be awarded per lot based on compliance and evaluated responsiveness.

#### LOT 1: ENGINE & POWERTRAIN SPARE PARTS

Scope includes:

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- Engine internal components  
(pistons, piston rings, cylinder liners, crankshaft, camshaft, bearings)
- Engine sealing components  
(gaskets, oil seals, O-rings)
- Fuel supply & injection system  
(fuel pumps, injectors, fuel rails, fuel filters)
- Air intake system  
(turbocharger, intercooler hoses, intake manifolds)
- Lubrication system  
(oil pumps, oil coolers)
- Cooling system  
(radiators, thermostats, water pumps, cooling fans)
- Exhaust & emission system  
(exhaust manifolds, silencers, sensors, EGR components)
- Transmission & driveline  
(clutch kits, pressure plates, gearbox components, propeller shafts, universal joints)

#### **Quality Requirements:**

- OEM or OEM-approved equivalent
- Minimum 6 months warranty or manufacturer warranty (whichever is longer)

#### **LOT 2: BRAKE, SUSPENSION & STEERING SYSTEMS**

##### **Scope includes:**

- Brake system (brake pads, brake shoes, brake discs, brake drums, calipers)
- Pneumatic braking components (air compressors, air dryers, brake chambers, valves)
- Suspension system (leaf springs, air suspension bellows, shock absorbers, bushings)
- Axles & wheel-end components (wheel hubs, bearings)
- Steering system (steering gearboxes, tie rods, drag links, power steering pumps)

#### **Quality Requirements:**

- OEM or equivalent
- Compliance with bus safety standards



- Minimum 6 months warranty

### **LOT 3: ELECTRICAL & ELECTRONIC SYSTEMS**

#### **Scope includes:**

- Power generation & starting (alternators, starters, voltage regulators)
- Electronic control units (ECUs, control modules)
- Sensors (speed, pressure, temperature, ABS sensors)
- Wiring & connectors (wiring harnesses, terminals, relays, fuses)
- Lighting systems (headlamps, rear lamps, indicators, interior lights)
- Instrumentation & driver interface (instrument clusters, switches, horns)
- Wiper & washer systems

#### **Quality Requirements:**

- OEM or certified equivalent
- Electrical compatibility with 24V bus system
- Minimum 6 months warranty

### **LOT 4: BODY, INTERIOR & SAFETY COMPONENTS**

#### **Scope includes:**

- Body panels & exterior fittings (mirrors, bumpers, doors, hinges)
- Door operating systems (pneumatic/electric door actuators)
- Interior fittings (passenger seats, handrails, flooring materials)
- Safety equipment (fire extinguishers, emergency hammers, safety signage)
- Glass & rubber fittings (windcreens, window seals)

#### **Quality Requirements:**

- OEM or approved equivalent
- UV, vibration, and impact resistance
- Minimum 6 months warranty

### **LOT 5: FILTERS & ROUTINE CONSUMABLES**

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**Scope includes:**

- Oil filters
- Fuel filters
- Air filters
- Cabin filters
- Hydraulic & pneumatic filters
- Separator filters

**Quality Requirements:**

- OEM or equivalent
- Exact match to engine and system specifications
- Minimum 3 months warranty

**LOT 6: OILS, LUBRICANTS & FLUIDS**

**Scope includes:**

- Engine oils (manufacturer-recommended grades)
- Gearbox & differential oils
- Hydraulic oils
- Brake fluids (DOT specifications)
- Coolants / antifreeze
- Power steering fluids
- Greases

**Quality Requirements:**

- Compliance with OEM specifications
- RSB / API / SAE / ISO standards
- MSDS required
- Minimum shelf life: 18 months

**LOT 7: TYRES, BATTERIES & RUBBER PARTS**

**Scope includes:**

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- Bus tyres (front & rear axle specifications)
- Inner tubes (if applicable)
- Vehicle batteries (12V / 24V heavy-duty)
- Rubber components (hoses, mounts, seals, bushings)
- Battery accessories (terminals, clamps)

#### **Quality Requirements:**

- Heavy-duty bus application compliance
- Tyres compliant with axle load ratings
- Batteries with minimum 12 months warranty
- International standards (DIN, JIS, or equivalent)

### **3. General Supply Requirements (All Lots)**

#### **a) Delivery Terms**

- Delivery to Ecofleet depots within Kigali
- Delivery timeframe: Urgent orders within 24-48 hours, regular orders within 4 working days
- Emergency supply capability for critical parts
- Proper packaging to prevent damage during transport
- Delivery notes and invoices must accompany all deliveries

#### **b) Quality Assurance**

- All parts must be new and unused
- Genuine or approved equivalent parts only
- Certificate of conformity for each delivery
- Right to reject non-conforming items

#### **c) Warranty and After-Sales Support**

- Warranty as specified per lot
- Free replacement of defective parts within warranty period



- Technical support for installation and troubleshooting
- Return policy for incorrectly supplied items

#### **4. Technical Requirements**

##### **a) Parts Specifications**

- Must match or exceed OEM specifications
- Compatible with bus models in Ecofleet's fleet
- RSB certification or approval (where applicable)

##### **b) Supplier Capabilities**

- Adequate inventory to meet Ecofleet's requirements
- Distribution network for timely delivery
- Emergency supply capability
- Technical support team

##### **c) Parts Catalog and Inventory Management**

- Comprehensive parts catalog with cross-references
- Electronic ordering system (preferred)
- Real-time inventory visibility
- Quarterly stock review meetings

#### **5. Financial and Commercial Terms**

##### **a) Pricing Structure**

- Unit prices per item (per part, per liter, per battery, etc.)
- Volume discounts
- Price validity period: Minimum 6 months
- Price adjustment mechanisms

##### **b) Framework Agreement**

- This tender may result in a Framework Agreement
- Call-off orders as needed during contract period
- No minimum order guarantee

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- Estimated annual value to be provided by Ecofleet Solutions Ltd

## **6. Deliverables**

### **a) Regular Deliverables**

- Timely supply of parts as per orders
- Delivery documentation (delivery notes, invoices, certificates)
- Monthly supply reports
- Inventory status reports (if stock-holding arrangement exists)

## **7. Duration of Contract**

The contract will be for an initial period of **12 months**, with the possibility of extension for additional 12-month periods based on performance.

## **8. Evaluation Criteria**

Proposals will be evaluated based on the following weighted criteria:

### **Technical Evaluation (40%)**

#### **a) Company Experience (10%)**

- Years in business
- Experience supplying similar clients
- Quality of references

#### **b) Supply Capacity (15%)**

- Inventory levels and stock availability
- Distribution network and logistics capability
- Emergency supply capability
- Storage facilities

#### **c) Product Quality (10%)**

- Quality of parts offered (OEM vs equivalent)
- Warranty terms
- Quality certifications
- Supplier authorizations

#### **d) Technical Support (5%)**

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- After-sales support
- Technical assistance capability
- Return and replacement procedures

#### **Financial Evaluation (60%)**

- a) **Price Competitiveness (45%)**
  - Unit prices
  - Overall cost-effectiveness
  - Value for money
- b) **Commercial Terms (15%)**
  - Payment terms
  - Credit facility offered
  - Discounts and rebates
  - Price stability mechanisms

#### **9. Submission Requirements**

Interested suppliers are invited to submit **separate proposals for each lot** they wish to bid for:

- a) **Administrative Documents (All Lots)**
  - Company profile
  - RDB registration certificate
  - Tax clearance certificate
  - RSB certification or authorization
  - VAT registration certificate (if applicable)
- b) **Technical Proposal (Per Lot)**
  - List of parts to be supplied with specifications
  - Parts catalog or product brochure
  - Manufacturer authorizations or dealership agreements
  - Quality certificates and standards compliance
  - Warranty terms and conditions
  - Technical support services offered
- c) **Financial Proposal (Per Lot)**
  - Detailed price list for items in the lot
  - Unit prices clearly indicated

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- Volume discounts
- Payment terms proposed
- Credit facility terms (if offered)
- Price validity period
- Any additional commercial terms

**d) Experience and References**

- List of similar supply contracts
- Reference letters from clients
- Supply performance history

**10. Submission Deadline and Communication**

Deadline for submission:

**January 24, 2025 at 5:00 PM (Kigali time)**

Submission method:

All proposals must be submitted electronically to:

[info@ecofleet.rw](mailto:info@ecofleet.rw)

Subject Line: **ECF-MNT-SPR-TND-2025-001- SUPPLY OF SPARE PARTS**

- Clarifications and inquiries:

Any questions or requests for clarification shall also be sent exclusively to: [info@ecofleet.rw](mailto:info@ecofleet.rw)

Late submissions shall not be considered.

**Aubin RUKERA**

Chief Executive officer

Ecofleet Solutions Ltd



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