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Ethiopian Railway
Corporation

Qualification Invitation to Apply for Pre-Qualification as an Approved Supplier for
Light Vehicles and construction trucks spare parts



Oct 2025

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PART A: GENERAL

1. INTRODUCTION AND BACKGROUND

Railway Transportation is believed to be the backbone of national economic growth in developing and developed countries. Hence, the Ethiopian government has established the Ethiopian Railway Corporation (known as ERC) by the Council of Ministers regulation No 141/2007 as a public enterprise to construct and operate railway transport in Ethiopia to support the economic growth of the country. Under the leadership and supervision of ERC above 790 km of railway line has been constructed and put into operation, and about 560 km railway line is in the construction phase. Besides infrastructure construction, ERC trained more than 800 staff from TEVT to Ph.D. level in collaboration with Addis Ababa University, abroad universities, and training institutes to fill the skilled manpower gap in the sector.

Moreover, with its commitment to the creation of knowledge base, provision of excellent and sustainable engineering solutions, providing a comprehensive range of engineering services, and addressing & working towards bridging the service delivery gaps in the construction industry in Ethiopia, the corporation's proposal to incorporate a Grade 1 - Engineering Consultancy, Design and Construction (contractor) division in its structure has been approved by the relevant authorities in the previous fiscal year.

To achieve its commitment in construction, ERC has established machinery business unit whose main responsibility is engaging in management and maintenance and repair of the corporation's light and heavy-duty vehicles. The corporation acknowledges the significant importance of spare part, and maintenance related materials procurement activities in the repair and maintenance of vehicles and construction machineries (in cost, quality and meeting the delivery schedule). Therefore, ERC considered it paramount the need to adopt a more proactive and collaborative approach of modern procurement applications through identification and utilization of reliable supply chains, early supplier engagement, creating a competitive business environment with an aim to achieve win-win outcomes for both buyer and seller by working with prequalified & approved suppliers to gain a steady growth in reputation and market share.

With this in mind, the corporation seeks to on-board suitable suppliers of Supply of light Vehicles and construction trucks spare parts to respond to this expression of interest invitation for its upcoming vehicle and construction machinery continuous repair and maintenance activities.



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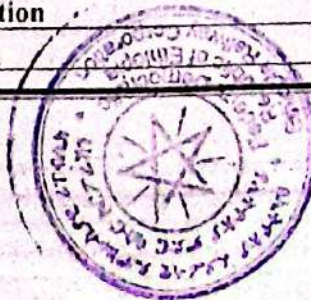


1.1 Project Scope

The ERC's Engineering and procurement department (here in after referred to as "the Buyer") invites/ requests (here in after referred to as "Suppliers") to respond to this expression of interest invitation for ERC's upcoming vehicles and construction trucks maintenance projects for the supply (here in after referred to as "Supply of light Vehicles and construction trucks spare parts services")

The upcoming projects includes variety of Supply of light Vehicles and Construction trucks spare parts, which will be used for maintenance and categorized as per the below.

	Subcategory construction Trucks (e.g., skid steers, mini excavators, backhoes, compactors, and light dump trucks)	Main Code	Sub code
Supply of light Vehicles and construction trucks spare parts	1. Engine & Exhaust System		
	Air & Fuel System		
	- Air filters, fuel filters, fuel injectors, fuel pumps		
	Cooling System		
	- Radiators, water pumps, hoses, thermostats		
	Lubrication System		
	-Oil pumps, oil filters, gaskets, seals		
	Exhaust Components		
	-Mufflers, exhaust pipes, catalytic converters (if applicable)		
	2. Transmission & Drivetrain		
	Clutch & Gears		
	- Clutch plates, pressure plates, gear sets		
	- Torque Converters & Differentials		
	Drive Belts & Chains		
	-Timing belts, V-belts, drive chains		
	- Axles & CV Joints		
	3. Hydraulic System		
	Pumps & Motors		
	-Gear pumps, piston pumps, hydraulic motors		
	Cylinders & Rams		
	- Seal kits, piston rods, cylinder barrels		
	Valves & Hoses		
	-Control valves, relief valves, hydraulic hoses, quick couplers		
	4. Electrical & Ignition		
	Batteries & Charging		





- Batteries, alternators, voltage regulators		
Starters & Wiring		
- Starter motors, solenoids, wiring harnesses		
Sensors & Lighting		
-Oil pressure sensors, temperature sensors, LED work lights		
5. Undercarriage & Tracks		
Track Systems (For tracked vehicles)		
-Rubber tracks, track chains, sprockets, idlers		
Wheels & Tires		
-Solid/pneumatic tires, rims, wheel bearings		
Suspension & Bushings		
-Shock absorbers, bushings, pivot pins		
6. Braking System		
Brake Pads & Discs		
-Hydraulic Brake Components		
-Brake calipers, master cylinders, brake lines		
-Parking Brake Parts		
7. Steering & Controls		
Steering Linkages		
- Tie rods, ball joints, steering pumps		
Control Levers & Joysticks		
-Electronic control modules, hydraulic joysticks		
8. Attachments & Wear Parts		
Bucket & Blade Components		
-Teeth, cutting edges, adapter kits		
Augers & Grapples		
- Quick Couplers (For Attachment changes)		
9. Cabin & Operator Parts		
Seats & Safety		
-Suspension seats, seat belts		
HVAC & Glass		
- AC compressors, cabin filters, windshield glass		
10. Fasteners & Consumables		
-Bolts, Nuts, Washers (high-grade)		
- Grease, Hydraulic Fluid, Coolant		
-O-rings, Gaskets, Sealants		
spare parts categorization system for light vehicles	Main Code	Sub code
(pickups, SUVs, vans, and light trucks under 3.5 tons)		

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1. Engine System Parts

A. Air & Fuel Delivery

- Air filters (panel/circular)
- Fuel filters (inline/cartridge)
- Fuel pumps (electric/mechanical)
- Throttle bodies
- Fuel injectors

B. Cooling System

- Radiators (aluminum/plastic)
- Water Pumps
- Thermostats
- Cooling fans (electric/clutch)
- Hoses (upper/lower/auxiliary)
- Dipsticks

2. Transmission & Drivetrain

A. Manual Transmission

- Clutch kits (disc, pressure plate, bearing)
- Gear sets
- Shift Linkages

B. Automatic Transmission

- ATF Filters
- Solenoid packs
- Torque Converters
- Valve bodies

C. Drivetrain

- CV Axles
- U-Joints
- Differential Gears
- Transfer case parts (4WD/AWD)

3. Electrical Components

A. Starting/Charging

- Starter Motors
- Alternators
- Battery cables

B. Ignition System

- Spark plugs
- Ignition coils
- Distributors (if applicable)



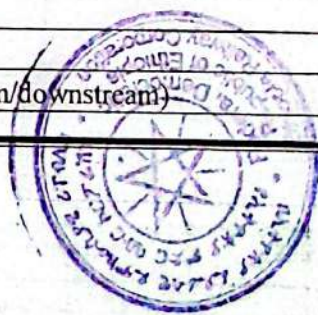
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	C. Lighting		
	- Headlight assemblies (halogen/LED)		
	- Taillights		
	- Bulbs (H1/H4/H7/9005 etc.)		
	4. Suspension & Steering		
	A. Front Suspension		
	- Strut assemblies		
	- Control arms		
	- Ball Joints		
	- Tie rod ends		
	B. Rear Suspension		
	- Shock absorbers		
	- Leaf springs (For trucks)		
	- Bushings		
	C. Steering System		
	- Power Steering Pumps		
	- Rack-and-pinion assemblies		
	- Tie rods		
	- Steering columns		
	5. Braking System		
	A. Hydraulic Components		
	- Master Cylinders		
	- Brake boosters		
	- Calipers		
	- Wheel Cylinders (drum Brakes)		
	B. Friction Materials		
	- Brake pads (ceramic/semi-metallic)		
	- Brake Shoes		
	- Rotors/drums		
	C. ABS System		
	- ABS Sensors		
	- ABS Pumps		
	- Control modules		
	6. Exhaust System		
	- Catalytic Converters		
	- Mufflers		
	- Exhaust pipes		
	- Oxygen sensors (upstream/downstream)		

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7. HVAC System		
- AC compressors		
- Condensers		
- Blower Motors		
- Heater cores		
8. Body & Interior Parts		
A. Exterior		
- Mirrors (power/heated)		
- Door handles		
- Windshield wiper arms/blades		
B. Interior		
- Window regulators		
- Door lock actuators		
- Seat mechanisms		
9. Wear Items & Consumables		
- wiper blades		
- Cabin Air Filters		
- Belts (serpentine/V-belts)		
- Hub bearings		
10. Fasteners & Hardware		
- Engine mounts		
- Body Bolts		
- Specialty clips		
- Hose clamps		

1.2 Project Period

Successful suppliers who have passed the first stage of this REOI shall be eligible to participate in upcoming tender for up to a period of 12 months.

Interested suppliers shall cover all costs associated with the preparation and submission of the required information to the 'Buyer'. Interested suppliers are solely responsible for all expenses associated with responding to this REOI.



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1.3 Important information and dates

REOI No. #1	ERC/ _____
Name of the Work	Supply of light Vehicles and construction trucks spare parts
Last date for submission of queries	_____
Last date of query response	_____
Last date & time of submission of EOI	_____
Address for communication/submission of REOI	_____
Contact person	Procurement Department, Phone number: _____



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**PART B:
QUALIFICATION**

1 General Information About the Supplier

Supplier's Legal Name	
Legal Address in Country of Registration	Address: Telephone/Fax Email address: Website:
In Case of Joint Venture, legal name of each party	
In case of Joint Venture, Place of Registration for Each Party	Address: Telephone/Fax Email address: Website:
Authorized Representative Information	Name: Position: Address: Telephone/Fax: E-mail address:
Attached copies of original documents of:	☐ In case of JV, letter of intent to form JV including a draft agreement, or agreement governing formation of JV ☐ Form Data on Joint Ventures

Name: _____

In the capacity of: _____ Signed: _____

Duly authorized to sign the EOI for and on behalf of: _____

Dated on [] day of [], 2024



Spare parts and associated Products



2. Professional-Technical and Financial Qualification

2.1 Legal and Professional Qualification

Factor	Requirement	Documentation	
		Criteria	Required
Nationality	All suppliers shall have as their country of origin an eligible country. A country can be eligible when it is not under the restriction list of the Government of Ethiopia.	Must meet requirement	EOI Submission Sheet
Registration in the FPPAA's Suppliers List	Having been registered in the Public Procurement and Property Administration Agency's Suppliers List	Must meet requirement	Attach FPPAA Supplier's Registration Certificate
Not Debarred by decision of the FPPAA	Not having been debarred by decision of the Public Procurement Agency from participating in public procurements for breach of its obligation under previous contracts	Must meet requirement	EOI Submission Sheet
Valid trade license or business organization registration	Having been submitted valid trade license or Business organization registration certificate issued by the country of establishment	Must meet requirement	Attach Renewed Trade license and/or commercial registration Certificate
VAT registration certificate	Having been submitted VAT registration certificate issued by the tax authority	Must meet requirement	Attach VAT Registration Certificate
Valid tax clearance certificate	Having been submitted valid tax clearance certificate issued by the tax authority (Domestic Suppliers Only)	Must meet requirement	Attach Valid tax clearance certificate
Company Profile	Having been submitted company profile	Optional requirement	Attach company profile
Original Manufactures Product Catalogue	Having been submitted manufacturer catalogue certificate	Optional requirement	Attach Original Manufactures Product Catalogue

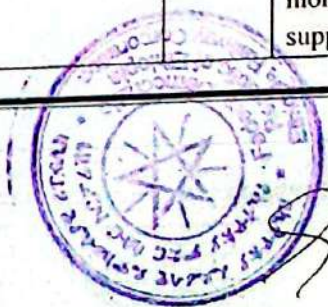




2.2 Technical Qualification, Competence, and Experience in the Procurement Object

As a proof of the technical and professional ability in supplying our requirement listed in our invitation for EOI the tables below summarize the major relevant technical evaluation criteria to evaluate the suppliers.

S/N	Criteria	Description	Weight (%)	Document Submission
1	Quality of spare part	The ability of the supplier to meet quality specifications consistently which include quality features (genuine spare part) ➤ The supplier shall submit evidence of dealer agreement or distribution authorization letter from at least one renowned manufacturer.	15	The supplier shall submit a dealer agreement/ distribution authorization letter document
2	Delivery	The ability of a supplier to meet specified delivery schedules which include lead-time, on-time performance, fill rate, returns management, location, and transportation. ➤ The supplier shall provide commitment letter for delivery of required products within 3 working days up on award.	15	The supplier shall submit Commitment letter to deliver product within 3 days upon award
3	Performance history	Performance history of the supplier in the financial, economic, social, organizational, and sectoral area. ➤ The supplier shall submit evidence of at least 3 government's or public enterprise's contract in the past 2 years (2022 – 2023).related to products specified on the bid	10	The supplier shall submit a copy of contract document or evidence on the performance of the contract from the employer
4	Warranty and claim policies	The superiority of the specified written guarantee that promise to replace or return incompatible items if necessary within a specified period and also the claim policy as a formal request for coverage or compensation for a covered loss.	10	The supplier shall submit commitment letter for 1 month warranty of product supplied.



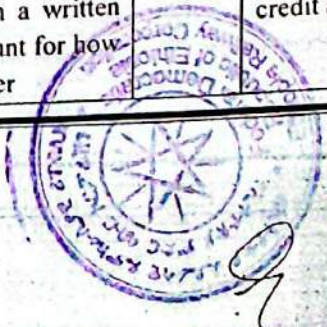
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Ethiopian Railway Corporation

	Availability capacity	The supplier shall provide commitment letter for providing 1 month guarantee for product supplied.		
		The volume of spare parts, variety of spare parts, or service that can be supplied by a supplier. The supplier shall submit its stock movement and balance data/volume of sales/ for the last 2 years/2022-2023/	10	The supplier shall submit stock and balance document /Volume of sales/
6	Technology and capability	The technological capability of a supplier and ability to acquire new technologies and technical resources in identifying spare part's part number, and parts replacement. The supplier shall provide what kinds of technology it uses to identify the spare part, and its stock balance	5	The Supplier shall mention what kind of technology it uses.
7	Reputation and position in the business	A ranking and reputation in the business, or company, in terms of its sales volume relative to the sale volume of its competitors in the same business. The supplier shall provide its last three year's (2021 - 2023) sales financial volume with supportive documents (Audit report).	10	The supplier shall submit its selling volume in the last three years
8	Supplier's profile	The superiority and reputability of the supplier's statues, past performance, finance, certificates, and references The supplier shall provide formal documents like its awarded certificates, reference or acknowledgment letter from its customers which ascertains its profile.	5	The supplier shall submit a copy of each document
9	Professionalism	The supplier's competence or skill expected of a professional. The supplier shall provide its staffs' professionalism document like educational background and work experience.	5	The supplier shall provide the employees professional and experience document
10	Credit System	Does the supplier have a credit policy? And to how much amount? The supplier shall announce with a written letter up to how much credit amount for how much days can provide to the buyer	15	The supplier shall submit a credit agreement letter

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3. Financial Standing

[Supplier has adequate financial resources to manage Contracts as established by our financial statements, audited by an independent auditor, submitted in this EOI. The following table contains our financial data. These data are based on our annual audited accounts. Figures in all columns have been provided on the same basis to allow a direct, year-on-year comparison.

FINANCIAL DATA	Historic Information for Previous Years				
	Year 2	Year 1	Last Year	Current Year	Average
A. Information from Balance Sheet					
1. Total Assets					
2. Total Liabilities					
I. Net Value(1-2)					
3. Current Assets					
4. Short-term debts					
II. Working Capital(3-4)					
B. Information from Income Statement					
1. Total Revenue					
2. Profits before tax					
3. Losses					

Along with financial data we provided above we have attached the following documents as proof of our financial standing, as required in the EOI:

Attached documents comply with the following conditions:

- ✓ Documents reflect the financial situation of the Bidder or partner to a Joint Venture, and not sister or parent companies;
- ✓ Historic financial statements are audited by a certified accountant;
- ✓ Historic financial statements are complete, including all notes to the financial statements;
- ✓ Historic financial statements correspond to accounting periods already completed and audited.

Annual Turnover Data	
Year	Amount and Currency
Average Annual Turnover*	



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Ethiopian Railway
Corporation

Name: _____ In the capacity of: _____ Signed: _____
Duly authorized to sign the EOI for and on behalf of: _____
Dated on [] day of [], 2024

Attachments:

1. Renewed Trade license and/or commercial registration Certificate
2. VAT Registration Certificate
3. Valid tax clearance certificate
4. Valid professional license, if applicable
5. Company profile
6. Original Manufactures Product Catalogue, if any
7. Dealer agreement documents
8. Bid award letters
9. Warranty Letter
10. Stock Balance letter
11. Last three years sells volume
12. Employees professionalism and experience documents
13. Credit agreement letter
14. Audited financial statements
15. Documents required as proof of the supplier's financial standing,
16. Certificates of award, reference, acknowledgment contracts provided by contracting parties to the supplier successfully completed in the course of the past years.



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