

Click here to order the publication:  
<http://www.uitp.org/publications/index2.cfm?id=6#UTS>

## What is the UITP recommended structure for the tendering of buses and related services?

### Contents

Foreword	5
Content of the tender document (UITP recommended structure)	6
Presentation of the offer (which is the reply of structure supplier)	7
1. Main characteristics (summary) of the tender	7
2. Purchaser and contact person(s)	7
3. Procedure	8
4. Tender timetable	8
5. Legal Requirements and Standards	8
6. List of company-related information to be submitted	8
7. Tender evaluation criteria	8
8. Life Cycle Cost (LCC)	9
9. Financial Conditions	10
9.1 Payment timetable	10
9.2 Financial guarantees	10
9.3 Penalties	10
10. Vehicle Warranty	12
11. Vehicle Availability/Unavailability	12
12. Acceptance procedure	12
13. Functional specifications	13
13.1 Capacity	13
13.2 Accessibility	13
13.3 Driver position & handling	13
13.4 Life onboard	14
13.5 Safety	14
13.6 Security	14
13.7 Environment	14
14. Technical specifications	14
14.1 General characteristics	15
14.2 Technical characteristics	15
15. After Sales	15
15.1 Maintenance documentation	15
15.2 Spare parts	16
16. Training	16
Annex I: Glossary of Terms	17
Annex II: Vehicle Availability/Unavailability	20
Annex III: Legal requirements and Standards (Internet sources)	22
Annex IV: Main business models and examples for the provision of bus services and ways vehicles are purchased (schema)	23
Annex V: Repetitive failures	24
Annex VI: Environmental Life Cycle Cost calculation	26
Annex VII: UITP Publications	28