

NEW TOWN KOLKATA DEVELOPMENT AUTHORITY

(A Statutory Authority Under Government of West Bengal)
3, Major Arterial Road, New Town, Kolkata - 700 156

Memo No : 9/52 /NKDA-22099/8/2021-EM-II SEC (NKDA)

Date : 09 -09-2021

NOTICE INVITING TENDER

NIT .NO. : 07/WBNKDA/EM-IV/ADMN of 2021-22

New Town Kolkata Development Authority invites Notice Inviting Tender from resourceful, reliable, bona-fide and experienced agencies / companies / concerns and reputed organizations working in different Govt. Departments / PSU / Semi-Government Organizations having experience in executing similar nature of works having valid necessary credential for such works as stated below :

Name of the Work : **Capturing, Sterilization and Anti-Rabies Vaccination of Stray Dogs from New Town Area under NKDA, Kolkata (for a period of one year with a renewable for further period with discretion of the Authority)**

The sealed bidding document (Technical Bid & Financial Bid duly filled and signed) should be addressed to the Veterinary Officer, NKDA at the office of Cattle Pound & Dog Pound, New Town Kolkata Development Authority, Beside Tank No 10, New Town, Kolkata – 700 156. Tender received after stipulated time and date shall be rejected summarily.

Sl No	Particulars	Date & Time
01	Last date of Submission	27-09-2021 upto 2.00 PM
02	Date of opening Technical Bids	27-09-2021 upto 3.00 PM
03	Date of opening Financial Bids	28-09-2021 upto 3.00 PM

1. The tender document may also be downloaded from our website www.nkdamar.org
2. NKDA has the right to accept/ reject any of the tender(s) without assigning any reason whatsoever and shall be final and binding.

3. Terms and Conditions:

- a. Validity of The Contract: The Period of Contract shall be for a period of 1 (one) year from the date of issue of the work order/or the date mentioned in the work order.
- b. Agencies are advised to visit the place of work for assuring the nature and volume of work realistically before quoting the rate.
- c. Rate should be quoted both words & figures. Payment will be made on per dog basis.
- d. Rate is inclusive of all Taxes Levies.
- e. TDS and any other Government Levies applicable shall be deducted from Bill Amount as per rules instructions issued from time to time.
- f. The agency will capture, transport, pre-operative preparation, sterilization, post operative care till curing, necessary food (four times), management, after cure re-locate to their own place.
- g. The agency will cover the sterilization, treatment by registered experienced veterinary surgeon and follow up treatment and dressing by experienced nurse/para vets.
- h. All sorts of medicines, saline, surgical blades, needles, cotton etc. have to be supplied by the agency in its own cost and arrangement.
- i. NKDA has the right to check the quality of the food from time to time and any low quality food will be rejected.
- j. Capturing, operation and re-location date has to be fixed in consultation with the Veterinary Officer, Cattle Pound & Dog Pound, NKDA.
- k. Veterinary Officer, Cattle Pound & Dog Pound will be in charge of the project.

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- l. In case of any death, Death Certificate & post Mortem Report by Registered Veterinary Surgeon must be submitted to the Veterinary Officer, Cattle Pound & Dog pound immediately.
- m. A Patient's Register is to be maintained and all treatment is to be recorded to avoid any future complications.
- n. Before discharging ARV have to be given to all dog with proper record.
- o. The Tender Inviting Authority reserves the right to deny or accept or reject any or all the bids and even to annual the tendering process at any point of time without prejudice to further action and without assigning reason thereof.
- p. The undersigned reserves the right to terminate the contract at any point of time giving upon 10 (ten) days prior notice in writing without compensating the bidder in case of any breach of tender clause.

4. **Minimum Eligibility Criteria:**

- 4.1 The Bidder shall have an experience in similar nature of works in State Govt./Central Govt./Autonomous or Statutory Body under State/Central Govt. as per guidelines of Animal Welfare Board of India.
- 4.2 The bidder should have a valid Trade Licence.
- 4.3 The bidders shall have to submit their audited financial statement audited annual report of the last three financial years.
- 4.4 Xerox copy of valid GST Registration Certificate.
- 4.5 PAN/TAN No.

5. **Scope of Work:**

- a) One Full time Veterinary Doctor/Surgeon having expertise in treatment, vaccination and sterilization of dogs.
- b) Dog Squad consisting of 02 expertise persons with suitable instruments and vehicle for catching stray dogs from the jurisdiction of NKDA area and transporting them to the designated location for Sterilization and other incidental works.
- c) Three Multi Tusk Worker having expertise in Dog keeping and caring round the clock (one for each shift).
- d) Three sweeper-cum-caring staff round the clock (one in each shift).
- e) Day-to-day feeding, treatment and caring of the Dogs during stay at the Dog Pound.
- f) The agency will capture, transporting, pre-operative preparation, sterilization, post operative care till curing, necessary food (four times), management, after cure re-locate to their own place.
- g) The agency will cover the sterilization, treatment by registered experienced veterinary surgeon and follow up treatment and dressing by experienced nurse/para vets.
- h) All sorts of medicines, saline, surgical blades, needles, cotton etc. have to be supplied by the agency in its own cost and arrangement.
- i) NKDA has the right to check the quality of the food from time to time and any low quality food will be rejected.
- j) Capturing, operation and re-location date has to be fixed in consultation with the Veterinary Officer, Cattle Pound & Dog Pound, NKDA.
- k) Operation program must be completed within 6.00 P.M.
- l) Veterinary Officer, Cattle Pound & Dog Pound will be in charge of the project.
- m) In case of any death, Death Certificate & post Mortem Report by Registered Veterinary Surgeon must be submitted to the Veterinary Officer, Cattle Pound & Dog pound immediately.
- n) A Patient's Register is to be maintained and all treatment is to be recorded to avoid any future complications.
- o) Before discharging ARV have to be given to all dog with proper record.

6. The bidder have to submit 03 (Three) sealed separate envelopes respectively, for ' Technical Bid', 'Financial Bid' and EMD in a big outer sealed cover supercribed ' **Capturing, Sterilization and Anti-Rabies Vaccination of Stray Dogs from New Town Area under NKDA, Kolkata (for a period of one year with a renewable for further period with discretion of the Authority)**'

7. **Mode of Selection :**

The evaluation of the Technical bids will be carried out in the following manner.

- (i) Technical Bids will be evaluated of only those bidders who fulfil the eligibility criteria.
- (ii) Required document list.
- (iii) Past experiences.

8. **BID Prices :**

The bidders shall have to quote bid prices on the appropriate format for 'Financial Bid Document' enclosed as part of bidding document.

9. **Mode of Payment.**

Payment will be released on monthly basis based no. of dogs captured from New Town Area, and Sterilization and Anti-Rabies Vaccination curing and relocate to their old places. Statement supported by photographic evidence shall be given during bill submission to be countersigned by V.O./Officer of NKDA.

10 **Opening of the Tender.**

Tender shall be opened as per date and Time Schedule. In case Tender opening date is declared Holiday tender shall be received and opened on next working day at the same time specified.

11 The offer shall remain valid for 180 days from the date of opening of the tender.

12. The Bidder will have to submit a token EMD of Rs 10, 000.00 (Rupees ten thousand) only in the shape of Demand Draft with any Nationalized / Scheduled bank in favour of New Town Kolkata Development Authority" payable at KOLKATA. For the successful bidder remaining amount to complete the EMD @ 2% of the quoted rate has to be submitted at the time of agreement and shall be retained with NKDA till the Security period is over . For an unsuccessful bidder the token EMD will be refunded after completion of the process.

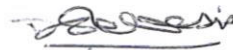
13 The bidders are bound by the terms & conditions of EOI document which forms a part and parcel of this contract.

14. Prospective applicants are advised to note carefully the eligibility criteria before bidding.

15. Conditional/Incomplete bid will not be accepted under any circumstances.

16. Any Corrigendum, Notification in connection with this EOI will be published in the office website of New Town Kolkata Development Authority (www.nkdamar.org) . The applicants are requested to follow the websites for such notifications, corrigendum etc.

17. The accepting authority reserves the right to reject any of all the bids without assigning any reasons and will not be bound to accept either the lowest bid or any of the bids.



Veterinary Officer

New Town Kolkata Development Authority

Memo No : 9/52/1(7)NKDA-22099/8/2021-EM-II SEC (NKDA) Date : 09-09-2021

Copy forwarded for information and necessary action to :-

1. The Chief Executive Officer, New Town Kolkata Development Authority
2. The Chief Engineer, New Town Kolkata Development Authority
3. The Finance Officer New Town Kolkata Development Authority
4. The Executive Engineer- I/II/III, New Town Kolkata Development Authority
5. P.A to the Chairman, New Town Kolkata Development Authority
- 6.. Office Notice Board
7. Official Website of New Town Kolkata Development Authority



Veterinary Officer

New Town Kolkata Development Authority

TECHNICAL BID DOCUMENT

(To be submitted separately in sealed envelope)

1. Tender Reference No:
2. Name of Tenderer :
3. Complete office address of the Tenderer.
4. Contract details of authorized person of tenderer who have signed the tender;
 - (i) Name :
 - (ii) Designation :
 - (iii) Phone(office) No :
 - (iv) Phone (Mobile) No
 - (v) E-mail ID
5. Due date & Time of submission of bid :
6. EMD Payment details(DD No & Bank details)

a.	Name of the firm & owner (with Telephone/Mobile No.)	
b.	Email ID	
c	Office Address: Telephone No Email ID	
d	Contact Person (s) Name Tele.FAX/Mobile no., Email ID	
e	Audited financial statement /Audited annual' Report of the last three financial year (Document to be enclosed)	
f	Valid Trade Licence (Document to be enclosed)	
g	Experience in similar nature of works in State Govt./Central Govt./ Autonomous or Statutory Body under State/Central Govt. to be enclosed.	
h	TAN/PAN Card (Document to be enclosed)	
i	GST Registration Certificate (Document to be enclosed)	

(Name and Signature of Tenderer
with stamp of the Firm/Agency)

FINANCIAL BID DOCUMENT
(To be submitted separately in sealed envelope)

Sl No	Description of work	Rate in figure	Rate in word
1	Rate per dog Capturing, Sterilization and Anti-Rabies Vaccination of Stray Dogs from New Town Area under NKDA, Kolkata and back to the same position after sterilization and ARV.		

(Name and Signature of Tenderer
with stamp of the Firm/Agency)

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