

MUNICIPAL CORPORATION, BATHINDA

E-tender No MCB/2022-23/018

eproc.punjab.gov.in

NOTICE INVITING TENDER

For and on behalf of the Commissioner, Municipal Corporation, Bathinda, Corporation Engineer, Municipal Corporation, Bathinda invites e-tenders on double bid (Technical & Financial Bid) system from registered Agencies/NGO's/Organizations having experience in the area of expertise to carry out the work of ABC/ARV (Animal Birth Control/Anti Rabies Vaccination) of stray dogs in Municipal Corporation, Bathinda.

The tender complete in all respects should be submitted on or before 17.03.2023 upto 11.00 Hrs.

The other details and terms/conditions are contained in the NIT document and can be had from the official e-tendering portal of Punjab Govt. www.eproc.punjab.gov.in or in the office of undersigned.

S. No.	Name of Work	Cost of document (In Rs.)	EMD (In Rs.)	Time for completion
1	To carry out the work of ABC/ARV (Animal Birth Control / Anti Rabies Vaccination) of stray dogs in Municipal Corporation, Bathinda	1000/-	Rs. 1.00 lac	12 Months

- Rates shall be written inclusive of all taxes etc.

Date and time schedule:-


Sr. No.	Last date & time of online sale/ submission of Bidding Document	Opening of Technical Bid Documents	Opening of Financial Bidding Documents
1	17.03.2023 11.00 Hrs.	17.03.2023 12.30 Hrs.	17.03.2023 15.00 Hrs.

For participating in the above e-tendering process, the contractors shall have to get themselves registered with eproc.punjab.gov.in and get user ID and Password. Class -3 digital signature is mandatory to participate in the e-tendering. For any clarification/difficulty in e-tendering process flow, please contact on 0172-2970263, 0172-2970284.

- ❖ Interested bidders can purchase the tender documents online from website eproc.punjab.gov.in.
- ❖ Earnest money shall be paid in online mode only.
- ❖ Processing fee will only be accepted through Net Banking (Direct Debit) and IPG (Credit/Debit card).
- ❖ All the payments (EMD & Tender form cost) and related document will be accepted online only.
- ❖ Bidders/Contractors/tenderers can access tender documents on the website mentioned above, fill them and submit the complete tender document into electronically on the website.

Bidders/Contractors shall attach scanned copies of all the documents, i.e. Earnest Money, Processing Fee, Tender cost fee and certificates/documents as required in terms and conditions.

- ❖ Corrigendum/Addendum/Corrections, if any will be posted on the website only.
- ❖ NIT and Terms and conditions have been/uploaded on website (eproc.punjab.gov.in.), agencies should note that online tenders should only be submitted at the aforesaid website eproc.punjab.gov.in as per the details/instructions uploaded therein.
- ❖ NIT, Terms and conditions can be seen in the office of Municipal Corporation on any working day.
- ❖ All legal proceedings in connection with the contract shall be subject to the territorial jurisdiction of the civil courts at Bathinda only.
- ❖ For any other query bidders can contact the undersigned office on any working day.
- ❖ Agency should compulsory upload the scanned copy of document such as PAN No, GST No., EPF No., ESIC No., Self Declaration that the contractor / Firms has not been blacklisted till the publication of tender notice, Identity proof, Capacity Certificate, Should be submitted in Technical Bid. In case of absence of any of the above document, the bidder shall lose eligibility.


Corporation Engineer,
For Commissioner,
Municipal Corporation,
Bathinda

TERMS & CONDITIONS:
&
INSTRUCTION TO BIDDERS REGARDING TENDERING PROCESS

1. The bidding documents can be had from the official e-tendering portal of Punjab Govt. www.eproc.punjab.gov.in from 03.03.2023 onwards.
2. The Bids shall be submitted only online on given portal on or before 17.03.2023 up to 11.00 Hrs. The bids received will be opened on same day at 15:00 hrs.
3. If the office happens to be closed on the date of opening of the bids as specified, the bids will be opened on the next working day at the same time and venue.
4. The scanned copies of original instruments in respect of technical bid along with other relevant documents must be submitted **online only**. Otherwise bid shall be treated as non responsive out rightly.
5. The Commissioner, Municipal Corporation Bathinda reserves the right to cancel or reject any tender without assigning the reason thereof at any stage of tendering.
6. Dispute if any shall be discussed and mutually settled and in case of disagreement the same shall be referred to Commissioner, Municipal Corporation, Bathinda.
7. If the decision of the Commissioner, Municipal Corporation, Bathinda is not acceptable to any of the party, the same shall be referred to the court subject to Jurisdiction of Bathinda only.


Corporation Engineer,
For Commissioner,
Municipal Corporation,
Bathinda

Municipal Corporation, Bathinda

Tender Document for

Carry out the work of ABC/ARV (Animal Birth Control /Anti Rabies Vaccination) of stray dogs in Municipal Corporation, Bathinda

Standard Bidding Document

NIT To carry out the work of ABC/ARV of stray dogs In Municipal Corporation, Bathinda.

INSTRUCTIONS TO BIDDERS

1. GENERAL: -

- 1.1. The present tender is being invited **To carry out the work of ABC/ARV of stray dogs in Municipal Corporation, Bathinda.**

2. Bidding Procedure

- 2.1. To be qualified for the work, NGOs/agencies (bidder) should meet the following requirements:

- (a) Any NGO/agencies (bidder) working in the field of Animal Welfare/related activities including ABC-ARV surgery of stray dogs in India and having the office in India is eligible to submit the Bids.
- (b) The bidder should be well aware/conversant with the methodologies of carrying out ABC-ARV surgery and census/survey and of street dogs, as per the SOP published by AWBI.
- (c) The bidder should have carried out 1000 ABC-ARV surgeries of stray dogs successfully in last 5 years.

Along with the documentary proof in support of above requirements, bidder shall provide the following documents:

- (i) Copy of Registration with AWBI or SAWB which should be valid at the time of bid submission, and in case of consortium the registration of lead member shall be mandatory.
- (ii) Copy of the Registration Certificate/ Trust Deed (Registration under FCRA or Society Registration Act/ Trust Act or any other act) of the applicant organization/NGO/agencies.
- (iii) Written Consent that in this ABC-ARV Program same Catching Technique, Transportation Protocols, De-wormers, Vaccines, Drugs, Suture Material, Anesthetic Protocol, Surgical Protocol, handling & Maintenance of dogs shall be followed as per the "*Standard Operative Procedure for Sterilization of Stray Dogs under The Animal Birth Control Program*" published by AWBI (See Technical Bid Form-II).
- (iv) Written consent from the bidder that they shall deploy minimum 02 Qualified Veterinary Doctors having collective experience of not less than 1,000 ABC-ARV Surgeries of stray dogs, 04 Paravets & 6 dog Catchers. However once the financial bid is finalized the qualifying firm shall be expected to provide the CVs of the concerning 5 doctors before signing of the contract. (See Technical Bid Form-II).

- (v) Copy of Annual Statement of Accounts issued by Chartered Accountant showing minimum cash flow of Rs 10 Lakh for the financial year 2021-22.
- (vi) Bidder shall submit written consent for bid validity of 4 months (See Technical Bid Form-II).
- (vii) The bid shall be online. Each page of this document signed and stamped to confirm the acceptance of the terms and conditions of the tender by the bidder by attaching scanned copy.

2.2. Bidders are requested to visit the website regularly for clarifications / further information or Addendum to the Bidding Document.

2.3. The Employer will not be responsible for any costs or expenses incurred by Bidders in connection with the preparation or delivery of Bids.

2.4. The hazards/untoward incidents of any kind which the eligible bidders come across while carrying out the survey and at any stage of work of the stray/street dogs (after this work is awarded to the eligible bidder) would be at the risk and cost of that bidder.

2.5. The Employer reserves the right to cancel any or all bids at any stage of the process without assigning any reasons thereof to the concerned bidder(s).

3. Background

3.1. All of the stray dog population is to be surgically Sterilized & Vaccinated within the contract period of nine months. In this Mass Scale ABC-ARV Program, only those Material, Anesthetic Protocol, Surgical Protocol, handling & Maintenance of dogs shall be followed which confirms the "Standard Operative Procedure for Sterilization of Stray Dogs under The Animal Birth Control Program" published by AWBI.

3.2. The ABC Campuses shall be provided to bidder including Operation Theater + Kennels + Well Constructed Rooms + other basic infrastructure like Operation Tables, Drip Stands, Autoclave and Basic Furniture (as available with the Deputy Director, Animal Husbandry, Bathinda).

4. Scope of Work

4.1 Carrying out ward wise census/survey of street/stray dogs in MCB as per approved methodologies. 10% of the survey data will be verified by the MCB authorities using random selection method. In case discrepancy of more than 20 % is found in the survey data, the MCB authorities has the right to reject the survey done either partially or fully, and the service provider need to undertake the survey work again to the satisfaction of the MCB authorities.

4.2 The bidder shall deploy minimum 01 Qualified Veterinary Doctors with the collective experience of at least 2,000 ABC-ARV Surgeries, 02 Paravets, 6 dog Catchers & drivers for dog vans.

4.3 Suitable number of Dog vans will be provided by the agency. These dog vans will be operated by the bidder. All expenses pertaining to operation & maintenance including POL, tyres & tubes etc. and drivers, of these dog vans will be borne by the bidder.

- 4.4 All machines, equipments, medicines, vaccines and other consumables required for running the program shall be arranged by the bidder.
- 4.5 It shall be the responsibility of the bidder to carry out a) catching the street/stray dogs; b) transport upto the ABC campuses; c) pre & post operative feeding/ care of stray dogs, d) mass scale ABC Surgery & Anti Rabies Vaccination and de-worming as per ABC SOP published by AWBI; d) re-transport the dogs from ABC campuses back to their original street/location.
- 4.6 MCB authorities will provide electricity and water facility in the ABC campuses. However, electricity and water charges shall be borne by the bidder.
- 4.7 The bidder will carry out nearly 5000 (five thousand) ABC-ARV surgery including post-operative care in MCB jurisdiction.
- 4.8 The bidder shall attempt to achieve zero mortality; however the mortality rate must not exceed 0.5%, otherwise the contract shall be terminated. Mortality rate shall be checked after every 100 ABC-ARV surgeries.
- 4.9 The bidder shall provide surgical equipment kit, Medicines, Suture Material, Computer Stationery, & Feeding material in the ABC campus at its own cost; for which no extra payment shall be made to the bidder.
- 4.10 Payment for the ABC-ARV shall be made based on Organ Count basis, verified by the Deputy Director, Animal husbandry, Bathinda or any other person authorized by MCB. Organ Count may be re-verified by AWBI/ SAWB or State Government or any senior authority from Society for stray Canine Birth Control (SSCBC) Bathinda. Such payments are to be made on monthly basis.
- 4.11 After successful survey of stray dogs in a ward of MCB and subsequent verification by the MCB authorities. Payment shall be made after successful completion of ABC-ARV surgery including post operative care and re-transport the dogs from ABC campuses back to their original street/location.
- 4.12 CCTV recording of all the processes shall be carried out.
- 4.13 Tax deduction at source from the payments to the agency shall be made as per Govt. directions.
- 4.14 Agency shall be responsible for any mishap, accident or injury to any of its staff and dogs and general public
- 4.15 Agency will have to follow the rules & regulations/ guidelines of Punjab Pollution Control Board to destroy bio medical waste and shall be fully responsible for any irregularities.
- 4.16 Agency shall be responsible for any loss, damage or destruction of work/infrastructure/property including third party risk arising due to causes attributable to it, which shall be decided by Deputy Director, Animal Husbandry, Bathinda whose decision in this regard will be final.

- 4.17 Agency will destroy reproductive organs of castrated dogs i.e. complete uterus with ovaries of female and pair of testicles of male only after verifying from Deputy Director, Animal Husbandry, Bathinda or his nominee.
- 4.18 Commissioner, Municipal Corporation, Bathinda will have full authority for termination of contract on any violation of the terms or report of the Deputy Director, Animal Husbandry, Bathinda about any mismanagement or irregularity in the project.
- 4.19 All project related record such as dog details (picture of the dog), date and place of catching & release of dog shall be reported to Chief Sanitary Inspector, Municipal Corporation, Bathinda on daily basis and maintained with him. Details of medicines administered, anesthesia, details of team carrying out ABC & ARV, caretaker team, details of maintaining and destroying reproductive organs shall be maintained legibly by the agency and put up before the Deputy Director, Animal Husbandry, Bathinda regularly on daily basis.
- 4.20 Veterinary doctors of the agency shall maintain complete record such as discharge reports of released dogs and their fitness details. Dogs shall be discharged only if those are found fit for release.
- 4.21 Chief Sanitary Inspector, Municipal Corporation, Bathinda shall be overall in charge of the project, agency shall execute the work under his direct control all necessary directions shall be given by him during the execution of work and agency will be bound to work under his directions, control and supervision. The Deputy Director, Animal Husbandry, Bathinda will supervise the work technically and medically.

Technical Bid

Technical Bid Form – I – Bid Particulars

S. No.	Item of Information	Response of the Bidder	
1	Name of the Bidder		
2	Address of the Bidder		
3	Name & address of the authorized representative of the bidder to whom all references shall be made regarding this Tender	Name	
		Address	
		Telephone No.	
		Cell No.	
		Fax No.	
		E-Mail ID	

Bidder:

Signature

Name Designation

Date

Company Seal

Technical Bid Form II - Letter of Technical Bid

To,

The Commissioner,
Municipal Corporation,
Bathinda

Subject: Bid Notice No- for Selection of Implementing Agency for Carrying out Sterilization & Immunization of Stray Dogs in MCB

Dear Sir,

1. With reference to the above mentioned bid notice, having examined the details given in Bid Notice uploaded on the MCB website www.eproc.punjab.gov.in for above cited work and understood their contents, we hereby offer our Bid for "Selection of Implementing Agency for Carrying out Sterilization & Immunization of Stray Dogs in Municipal Corporation, Bathinda" in accordance with your above mentioned Bid Document.
2. We are hereby uploading our Bids, which include this **Technical Bid (Technical Bid Form No. I to Form V along with all the instructed annexures)** in the prescribed Forms
3. We have furnished all information and details necessary for award of work and have no further pertinent information to provide.
4. **Technical Bid**
We enclose herewith the complete Technical Bid as required by you. This includes **Technical Bid Form I to Technical Bid Form V.**
5. We hereby declare that all the information and statements made in this Technical Bid are true and accept that any misinterpretation contained in it may lead to our disqualification.
6. We agree to abide by our offer for a period of **120 days** from the bid submission deadline.
7. We have carefully read and understood the terms & conditions of the Bid Document applicable to this work and we do hereby undertake to provide services as per these terms and conditions.
8. We agree to abide by methodologies of carrying out ABC-ARV surgery and census/survey and of street dogs, as per the SOP published by AWBI.
9. We agree to deploy minimum 03 Qualified Veterinary Doctors having collective experience of not less than 1,000 ABC-ARV Surgeries of stray dogs, 02 Paravets & 6 dog Catchers.

Certified that the Bidder is:

- (i) An NGO/agency/bidder recognized by/ registered with AWBI (Animal Welfare Board of India)/ State Animal Welfare Board. The document is attached as **Annexure-1** & Copy of the

Registration Certificate/ Trust Deed (Registration under FCRA or Society Registration Certificate or Trust Act), is attached as **Annexure-2**.

- (ii) The bidder is having experience of doing more than 5,000 ABC ARV Surgeries in Stray Dogs for the last five years. The document (issued by concerned Urban Local Body or the Authorized Authority of Work Assigning Agency) is attached as **Annexure-3**.
- (iii) The bidder is going to deploy minimum 01 qualified Veterinary Doctors registered under The Indian Veterinary Council Act, 1986 who are having collective experience of not less than 1,000 ABC ARV Surgeries of Stray Dogs. In case of any increase in work or demand the number of Doctors will be raised as per the already approved rates.
- (iv) The bidder had annual cash flow more than Rs 10.00 Lakh for the financial year 2021-22. Copy of Annual Statement of Accounts issued by Chartered Accountant is attached as **Annexure-4**.

All corrections/ deletions should invariably be duly attested by the person authorized to sign the Bid documents.

Dated this day of _____, 2023

Yours sincerely

Signature of Bidder :

Name :

Full Address :

Telephone No. Fax No. Mail Id.:

Company Seal

Technical Bid Form III - Checklist of Documents for Technical Evaluation

Proof/ Supporting Documents to be enclosed by the Bidder in the Technical Bid	Response of the bidder
Properly filled Technical Bid Form-I with signature of authorized signatory on the bottom of each page	
Properly filled Technical Bid Form-II with signature of authorized signatory on the bottom of each page	
Documentary Proof as Annexure-1 Bidder's recognition/ registration with AWBI or SAWB.	
Documentary Proof as Annexure-2 Bidder's registration with Society Registration Act or FCRA or Trust Act.	
Documentary Proof as Annexure-3 Document for bidder's experience for conducting more than 5,000 ABC Surgeries in last five years (Should be issued by Municipal Body or some other work assigning authority).	
Documentary Proof as Annexure-4 Bidder's document of Annual Statement of Accounts for the financial year 2021-22 issued by Chartered Accountant showing annual cash flow of more than Rs. 20.00 Lakhs	
Documentary Proof as Annexure-5 Bidder's Detailed Action Plan MCB & distribution of responsibilities between the consortium members if any.	
Documentary Proof as Annexure-6 Copy of MoU between the Consortium Members (applicable in case of consortium of bidders)	


Bidder's Details :

Signature Name Designation Organization

Address

Date

Financial Bid

S. No.	Modality/ Service Component Description	Cost per dog (In Rupees)	
		In figures	In Words
A	Carrying out ward wise census/survey of street/stray dogs in Bathinda Municipal Corporation as per approved methodologies; catching of the stray dogs; transport upto the ABC campuses; pre & post operative feeding/ care of stray dogs; mass scale ABC Surgery & Anti Rabies Vaccination as per ABC SOP published by AWBI and re-transport the dogs from ABC campuses back to their original street/location with the help of bidder's own staff etc., and inclusive of cost of machinery, equipments, medicines, anti-rabies vaccine, disinfection and other consumables, wages of staff, maintenance of infrastructure, maintenance & fuel of vehicles and all other miscellaneous expenses to complete the job. The rates being quoted in this financial bid are inclusive of all the statutory taxes as applicable	Fill Rate Here 	

Name of the Bidder with Stamp

Other details

Proper Address with Contact No.