

# NEW TOWN KOLKATA DEVELOPMENT AUTHORITY

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

Memo N0- 1096 / NKDA / Admn- 914 / 2019

Date-20 .02. 2019

2 nd Call

**e-Tender Inviting Expression of Interest for Selection of Organisation / Society / Co-Operative Society Person / Agency for running “Dog Pound for Stray Dogs” situated at New Town Kolkata, in Action Area- ID**

The Estate Manager-II, New Town Kolkata Development Authority invites Expression of Interest from the intending Bona fide, Resourceful Organisation/ Agencies / Society / Co-Operative Society for Catching Stray Dogs from area under jurisdiction of NKDA and also running Dog Pound for stray Dog situated at Action Area- ID, New Town.

### **1) Manpower Requirement**

- a) One full time Veterinary Doctor / Surgeon having experience in Treatment, Vaccination and Sterilisation of Dogs
- b) Dog Catching Squad consisting of 02 expertise person with Vehicle and transporting the Dogs to the Pound
- c) 03 no Security Person round the clock in 3 shifts of 08 hours each
- d) 03 (three) Multi Tusk Worker (M.T.W) having expertise in Dog caring one each for 3 shifts of 8 hours round the clock.
- e) 03 (three) Personnel for sweeping, Caring, cleaning, round the clock one each for 3 shifts of 8 hours.

### **2) Stake of NKDA**

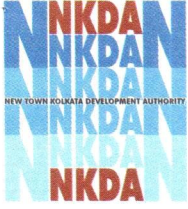
**New Town Kolkata Dev. Authority will provide**

- a). Full infrastructural facility including Instruments ( as per agreement).
- b). Engagement of one Supervisor / Junior Office Asst.
- c) Engagement of Round the clock Security Personnel.

### **3) Scope of Work of the Agency.**

**The Agency will provide-:**

- a) One full time Veterinary Doctor / Surgeon having expertise in treatment, vaccination and sterilisation of Dogs
- b) Dog Squad consisting of 02 expertise persons with suitable instruments and Vehicle for Catching stray Dog from the Jurisdiction of NKDA area and transporting them to the Dog Pound.
- c). Three Multi Task Worker having expertise in Dog keeping and caring round the clock (1 for each shift)
- d). Three sweeper-cum-Caring Staff round the clock (1 for each shift.)
- e) Day to day feeding, treatment and caring of the Dogs
- f) The Agency on their part will place the claim to the Authority for incurring expenditure for the above works. and **Quote Yearly Bid amount** for three years.
- f) Engagement period of the Agency will be for **03 (three) years.**



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## 4) ELEGIBILITY FOR PARTICIPATION IN E. O. I

Registered, Bona fide, reliable and resourceful Organization/ Agencies / Society/ Co-operative Society / Person having experience in dealing animals or, similar type of work .

Intending Bidder may download the Tender Documents from the website <http://wbtenders.gov.in> . All the Bidders will have to submit **Earnest Money**, which may be remitted online in favour of “**New Town Kolkata Development Authority**” payable at Kolkata and also to be documented through e-filing.

Both **Technical Bid and Financial Bid** are to be submitted concurrently duly digitally signed in the website <http://wbtenders.gov.in>.

Tender Documents may be Download from website and submission of **Technical Bid & Financial Bid** will be done as per time schedule of this NI e-T.

The Financial Offer of the prospective qualified Tenderer(s) will be considered only if the **Technical Bid** of the Tenderer(s) is found qualified by the competent Authority of New Town Kolkata Development Authority. The decision of the competent Authority will be final and absolute in this respect. The list of Qualified Bidders will be notified in the website after evaluation of Technical Bids.

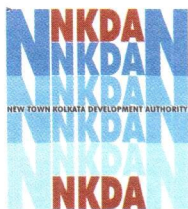
## 5) Earnest Money Deposit (EMD)

The Bidder shall deposit an amount of **Rs 30,000/- ( Rupees thirty thousand only )** as Earnest Money by Net Banking ( any of the banks listed in the ICICI Bank payment gateway) in case of payment through ICICI Bank payment gateway. The E.M.D shall be deposited **in favour of “New Town Kolkata Development Authority** “ payable at Kolkata which will be converted into the Security Deposit ( 10% of the Bid amount) and to be refunded on expiry of contract period. The said Security Deposit will be forfeited if the Agency fails to perform his contractual duties satisfactorily.

## 6) Documents to be Uploaded.

a)	Name of the Agency/ Society	
b)	Office Address with Tel No/M.No	
c)	Email ID	
d)	Name of contact person	
e)	Mobile No-	
f)	Email ID	
g)	Latest /Previous year statement of Account	
h)	Experiance certificate in this field.	
i)	TAN / PAN	
j)	GST registration certificate.	





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## 7.) SELECTION / ACCEPTANCE OF THE SUCCESSFUL BID / OFFER.

- The final Selection / acceptance of the bid / offer shall be made by a panel constituted by NKDA.
- The accepting Authority reserves the right to reject any or all of the bid/s offer /s received without assigning any reason whatsoever to the participants including the **lowest** bid /offer received.
- The Financial bids of only those Bidders who will qualify in the Technical bid will be opened.

## 8.) BID DOCUMENTS:

The bidders must upload their Documents / Bids / offers in **02(two) separate Folders**

- Folder for **Technical Bid** should contain detailed proposal for Catching of Stray Dogs and its treatment in the Dog Pound and other documents mentioned at para- 9
- Financial bid** in respect of Dog Pound containing Folder “ **Financial Bid for running Dog Pound for Stray Dog in NKDA Area**”.

Any bidder not following the above steps in submitting the bid / Offer shall be disqualified.

## 9.) MODE OF SELECTION.

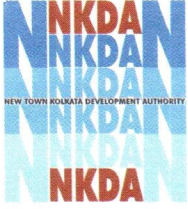
The applicant or Bidder who will quote the **Lowest Rate** will be offered to run the Dog Pound

## 10.) MODE OF PAYMENT

Successful bidder will prefer claim on monthly basis after end of each month.

## 11.) SCHEDULE OF DATES

Sl.No	Schedule	Date & Time
1	Date of uploading of NIE-T (online)	20.02.2019 at 5.00 P.M
2	Date of Download of Documents start(online)	20.02.2019 at 5.00 P.M
3	Bid submission start date ( online)	20. 02.2019 at 5.30 P.M
4	Date of Pre-Bid meeting.	25. 02.2019 at 2.30 P.M
5	Download of Documents end date (online)	02.03.2019 at 4.00 P.M
6	Bid submission closing date. (online)	02.03. 2019 at 4.00 P.M
7	Opening date of Technical Bid. (online)	05.03.2019 at 1.00 .P.M
8	Last date of uploading of List of Technically Qualified Bidder.(online)	Will be notified seperately.
9	Opening date of Financial proposal (online)	Will be notified seperately.



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## 12) TERMS & CONDITIONS.

- a). Participating farms / organization / Society must have GST IN & PAN valid at least up to the date of submitting their bid. Application of such clearance addressed to the competent authority, subject to production of authenticated receipt, may also be considered.
- b). Before submitting any bid offer, the intending participants should make themselves acquainted, thoroughly, with the local conditions prevailing by actual inspection of the site and take into considerations all aspects. As no claim whatsoever will be entertained on this accounts, afterwards.
- c). The selected bidder will have to enter into an **Agreement of contract** with NKDA within 07 (seven) days of issuance of the L.O.I.
- d). This Authority reserves the right to cancel any or, entire E.O.I without assigning any reason.
- e) The Bidder(s) are bound by the terms & conditions of Nle-T Document, Instruction to Bidder(s), Schedule of works etc, which forms a part and parcel of this contract
- f) Prospective Bidder(s) are advised to note carefully the eligibility criteria before submission of bids.
- g) Conditional / Incomplete Bid will not be accepted under any circumstances. In case of any conditional Bids the Earnest Money will be forfeited.
- h) Any Corrigendum, notification in connection with this Nle-T will be published in the website <http://wbtender.gov.in> as well as in the official website of New Town Kolkata developmet Authority i.e ([www.nkdamar.org](http://www.nkdamar.org)) The applicants are requested to please follow the website for such notifications, corrigendum etc.

**Estate Manager- II**  
**New Town Kolkata Dev. Authority.**

Memo No- 1096 /1(9) / NKDA/Admn- 914 / 2019

Dated- 20 .02.2019

Copy forwarded for information to -:

1. The Chief Engineer, NKDA
2. The Finance Officer, NKDA
3. Administrative Officer-II
- 4 P.A to Hon'ble Chairman, NKDA
5. P.A to C.E.O, NKDA
6. System Manager, NKDA with request to up load in the official Website.
7. Official website of WB Tender ([www.wbtenders.gov.in](http://www.wbtenders.gov.in))
8. Office Notice Board.
9. Notice Board of Cattle Pound.

**Estate Manager - II**  
**New Town Kolkata Development Authority.**