



NEW TOWN KOLKATA DEVELOPMENT AUTHORITY

(A Statutory Authority under Government of West Bengal)

DG/13, Block-DG, Action Area – ID, New Town, Kolkata: 700156

Phone No: 033-35050017, 6292199901

Memo. No. 541 /NKDA/ Admn- 836/2018

Date: 25/01/2022

Notice Inviting Expression of Interest (EOI)

Notice Inviting Expression of Interest (EOI) No. WBNKDA/01/EM-IV/NKDA/2021-22

New Town Kolkata Development Authority invites On-line Express of Interest (EOI) from intending Bona fide Resourceful Organization/ Agencies/ Society/ Co-Operative Society working under KMDA, WBHIDCO, NKDA, PWD, PHED and other Govt. Departments/ other organization having experience in similar nature of running Pet Dog Creche and Pet Dog Cemetery.

(Submission of **online bid**)

(Submission of Bid through **Online**)

Name of the work	Estimated Amount (Rs.)	Token Bid Security Money (Rs.)	Price of Tender Documents (Rs.)	Period of completion
Running "Pet Dog Creche and Pet Dog Cemetery" situated at New Town Kolkata, in Action Area-III	Rate to be quoted by the bidders.	Rs. 30,000.00 (Thirty Thousand) Only	As will be specified by the authority for each set, to be paid only by the successful bidder during the time of agreement	03 (Three) Years.

- In the event of e-filling, intending bidder may download the tender documents from the website <http://wbtenders.gov.in> directly with the help of Digital Signature Certificate. All the bidders will have to submit On-line Earnest Money & necessary Earnest Money will be deposited by the bidder through the following payment mode as per Finance Department Order No. **3975-F(Y)** dated 28th July, 2016 (Annexure-A).
 - Net Banking** (any of the banks listed in the ICICI Bank Payment gateway) in case of payment through ICICI bank payment gateway.
 - RTGS / NEFT** through bank account in any bank. The EMD shall be deposited in favour of "New Town Kolkata Development Authority" payable at "Kolkata".
- Both **Technical Bid** and **Financial Bid** are to be submitted concurrently duly digitally signed in the website <http://wbtender.gov.in>.
- Tender documents may be downloaded from the website and submission of Technical Bid and Financial Bid will be done as per Time Schedule stated in Sl. No. 20 of this NIEt.

4) NKDA will not be held responsible for making payment against any anticipated profit and/or compensation for any losses or price escalation whatsoever for the works as stated of this EOI. Rates should be quoted accordingly

5) **Manpower Requirement**

a) 01 One full time Live Stock Development Assistant/Supervisor/ Office Assistant.

b) 03 (three) Multi Tusk Workers (MTW) having expertise in Dog caring for 3 shifts of 8 hours eachround the clock.

c) 02 (two) Personnel for sweeping Caring, cleaning, and burial work.

6) **Pet Keeping in the Crèche:-**

a) Fees to be paid in advance

Fee- a) Rs 500 per day for small Breed and (b) Rs 750/- per day for Large Breed for the days to be kept in the Creche

b) Security Deposit

Advance payment of Security deposit is to be made for total period of stay Rs 10,000/-(Refundable at the time of release of Dog after adjustment of all expenses).

7) **Conditions for keeping Pet Dog.**

The Veterinary Doctor from NKDA will verify the following before Admission/ Registration of dog

a) No infected or sick pet dog will be received Fit certificate from a Registered Veterinary Doctor must be submitted.The fit Certificate must clearly mention that the pet dog is not infected with any skin disease or any other disease.

b) Copy of document of last Vaccination (Vaccination Card) should be produced

c) Copy of prescription for routine medications of the Pet Dog from registered Veterinary Doctor to be submitted along with the required Medicines for total period of stay

d) In case of death of the pet dog during stay at creche, the Authority will not be responsible. However, in case of death due to illness, all records of treatment with report of the Veterinary Doctor of NKDA will be kept in records.

d) No food will be allowed from the Owner of the Dog from outside

8) **PET CEMETERY**

Photocopy of Death Certificate issued by a Recognized Veterinary Doctor must be submitted at the time of registration for burial of a Pet dog in the Cemetery Fees of Rs 2500/- (Two thousand fivehundred) will be charged for the purpose.

A suitable ApplicationForm will be devised for Pet Dog Creche and Pet Dog Cemetery.

9) **Stake of NKDA**

New Town Kolkata Dev. Authority will provide

a) Full infrastructural facility including Instruments (as per agreement)

b) Deployment of one Supervisor/Junior Office Asst.

c) Engagement of Round the clock Security Personnel

d) Payment of Electricity Bills

e) Collection of all types of Fees/Charges

10) **Scope of Work of the Agency.**

The Agency will provide

- a) One full Time Live Stock Development Assistant/Supervisor/Office Asst with experience in Govt. /Reputed Private Organization.
- b) Threemulti-taskworkers having expertise in Dog-keeping for caring round the clock (1 for each shift).
- c) Two sweeper-cum-Caring and burial work Staff.
- d) All recurring expenditure for Human Resource for burial work, etc., cost of Food including food. Hygienic ItemsPurchase of Medicine & Publicity.
- e) The agency on their part will place the claim to the Authority for incurring expenditure for running Pet Dog Creche smoothly and **Quote Yearly Bid** amount for three years
- f) Engagement period of the Agency will be for **03 (three) years.**

11) **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 or, having at least one Veterinary professional in the management or having similar activity in the objective in MOA/Byelaws mayparticipate in this Expression of Interest (EOI)

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 favor of “New TownKolkata 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 thetender Documents may be Download from website and submission of **Technical Bid & Financial Bid** will be done as per time schedule of this EOI.

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 on the website after evaluation of Technical Bids.

Joint Ventures/MOU will not be allowed.

- 12) Income Tax, GST and others Taxes as admissible will be deducted as per Govt. orders issued from time to time and would be applicable on the date of making payment of the bills. Building & other construction worker’s Cess @ 1.0% will be deducted from progressive bills in pursuance with G.O. no. 599A/ 4M – 28 / 06 dated 27/09/2006. The rate quoted would remain same throughout the period of contract and should be inclusive of **all taxes** which are and will also be applicable during the entire tenure of the contract.
- 13) Mobilization advance, time / cost over run and consequent cost escalation for any material, labour, etc. will not be allowed

14) **Earnest Money Deposit (EMD)**

The Bidder shall furnish an amount of **Rs 30,000/-(Rupees thirty thousand)** only as Earnest Money by Online Payment in favor of “**New Town Kolkata Development Authority**” payable at Kolkata&balance amount to cover **2%** (Two percent) of Earnest Money in the shape of Demand Draft / Bankers Cheque drawn on any Scheduled Bank in India in favour of **New Town Kolkata Development Authority** 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.

15) **Documents to be Uploaded.**

- a) Name of the Agency/ Society
- b) Trade License
- c) Professional Tax Registration Certificate
- d) Name of contact person
- e) Mobile No
- f) Email ID
- g) Documents furnishing submission of EMD
- h) Last 3 (Three) years statement of Account
- i) IT Return for last 3(Three) years
- j) Experience certificate in this field
- k) TAN/PAN
- l) GST registration certificate
- m) Bio-Data with Experience Details of the Human Resource to be deployed

16) **SELECTION/ACCEPTANCE OF THE SUCCESSFUL BID/ OFFER.**

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

17) **BID DOCUMENTS:**

- a) At least one copy of the bid documents in a book format containing the organization / Society Profile of the bidder will have to be submitted. The bidders must upload their Documents/ Bids/offers in **02(two) separate Folders.**
- b) Folder for **Technical Bid** should contain detailed proposal for running Pet dog creche including detail plan and details for deployment of manpower. Besides this all the statutory documents (as mentioned in Para-9)
- c) **Financial bid** in respect of Pet Dog Creche with detail of financial proposal must be marked with "**Financial Bid of the Pet dog Creche & Pet dog Cemetery**".

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

18) **MODE OF SELECTION.**

The applicant or bidder who will quote the **Lowest Rate** will be offered to run the Pet Dog Creche and Pet Dog Cemetery. The Agency must offer their rates in the Items provided in the BOQ as per minimum wages last circulated by Labor Welfare Department.

19) **MODE OF PAYMENT.**

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

20) **SCHEDULE OF DATES.**

SL NO.	SCHEDULE	DATE & TIME
1.	Date of uploading (Online)	25/01/2022
2.	Date of download of document start date (online)	25/01/2022 from 5.00 P.M.
3.	Download of documents end date (Online)	09/02/2022 upto 3.00 P.M.
4.	Bid Submission start date (Online)	25/01/2022 from 5.00 P.M.
5.	Bid submission closing date (Online)	09/02/2022 upto 3.00 P.M.
6.	Opening date of Technical Bid (Online)	11/02/2022 at 3.00 P.M.
7.	Last date of uploading list of technically qualified bidder (Online)	Will be notified separately
8.	Opening date of financial proposal (Online)	Will be notified separately

21) **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 these accounts, afterwards.
- c) The selected bidder will have to enter into an **Agreement of contract** with NKDA within 10 (ten) 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 EOI 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 notecarefully 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 EOI will be published in the website **<http://wbtender.gov.in>** as well as in the official website of New Town Kolkata development Authority (i.e., www.nkdamar.org) The applicants are requested to please follow the website for such notifications. Corrigendum etc.
- 22) Arbitration clause of WBF 2911(ii) stands deleted, Settlement of disputes & arbitration shall be according to the '**Memorandum**' for the modification of clause relating to settlement of disputes under conditions of contract vide no. 8182-F(Y) dated: Kolkata, the 26th September, 2012 of Secretary to the Govt. of West Bengal, Finance Department, Audit Branch

Estate Manager- IV
New Town Kolkata Dev. Authority

Memo. No. 541 /NKDA/Admn- 836/2018

Date: 25/01/2022

Copy forwarded for information to –

1. The Chief Engineer. NKDA
2. The Finance Officer. NKDA
3. Administrative Officer-II
4. PA to Hon'ble Chairman, NKDA
5. PA to C.E.O. NKDA
6. System Manager, NKDA with request to upload in the official website.
7. Official website of WB Tender (www.wbtenders.gov.in)
8. Office Notice Board.
9. Notice Board of Pet Dog Creche.

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