



BIDHANNAGAR MUNICIPAL CORPORATION

POURA BHAVAN, FD-415A, Sector-III,
Kolkata - 700 106.

NOTICE INVITING e-QUOTATION

(Tender ID: 2026_MAD_985141_1)

NIQ No.1948/PWD(BMC)

Dated: 07/01/2026

The Executive Engineer, Health on and for behalf of Bidhannagar Municipal Corporation invites e-bid Tender/bids from reliable and resourceful Companies/Firms/Contractors having experience and acumen in similar nature of works as noted below:

1. Name of Works:

Sl. No.1: Capturing, Sterilization, Anti-Rabies Vaccination, treatment of sick / injured Stray Dogs and thereafter releasing at the pickup point within Bidhannagar Municipal Corporation area.

N.B. – Rate to be quoted inclusive of all taxes & other charges.

2. Scope of work:

- i) Sterilization of stray dogs (male & female) as per ABC Rules, 2023.
- ii) Anti-Rabies Vaccination (ARV) of each dog at the time of sterilization.
- iii) Human capture, transportation and release of dogs in the same locality after recovery.
- iv) Post-operative care as per prescribed norms.
- v) Proper ear-notching / tagging and maintenance of records for each sterilized and vaccinated dog.
- vi) Agency will be selected for **One (1) year initially**. Renewal for further period may be done on satisfactory performance and on mutually agreed terms & conditions with both the parties and as per the discretion of the Authority.

3. Terms & Conditions:

- i) All materials are to be procured and supplied at site of work by the agency / firm at his / their own cost from approved reputed dealer / manufacturer. Departmental materials will not be issued under circumstances unless any such provision is made and accepted latter by both the parties. Department unless otherwise stated means Bidhannagar Municipal Corporation.
- ii) Mobilization advance, time / cost overrun and consequent cost escalation for any material, labour etc. will not be allowed.

iii) Idle labour, idle rent and hire charges etc.:-

No claim of any category and type, on this ground shall be entertained. The contractor and Bidhannagar Municipal Corporation shall make every effort that such situation does not arise.

- iv) Payment will be released on monthly basis based number of dogs captured from Bidhannagar Municipal Corporation area, and sterilization and Anti-Rabies Vaccination curing and release to their old places, statement supported by photographic evidence shall be given during bill submission to be countersigned by V.O. / Officer of Bidhannagar Municipal Corporation.
- v) The Bidder, at his own responsibility and risk is encouraged to visit and examine the site of works and its surroundings and obtain all information that may be necessary for preparing the Bid and entering into a contract for the work as mentioned in the Notice Inviting Tender, before submitting offer with full satisfaction. The cost of visiting the site, shall be at his own expenses.
- vi) The intending Bidders shall clearly understand that whatever may be the outcome of the present invitation of Bids, no cost of Bidding shall be reimbursable by the Department, Bidhannagar Municipal Corporation reserves the right to accept or reject any offer without assigning any reason whatsoever and is not liable for any reimbursement of any cost that might have been incurred by any Tendered at any stage of Bidding.



4. Location of Work:

within Bidhannagar Municipal Corporation area.

5. Estimated amount put to tender/bid:

Not Applicable

6. Eligibility to participate in the Tender / bid:

- i) Working reputed organization / agencies / society / Co-operative Society etc. working under any Government / Board / Semi Government / Urban local bodies / Statutory Authority / Undertaking etc. organization preferably having recognition of Animal Welfare Board of India for carrying out ABC / AR Programme and specific experience in executing works related to Capturing, Sterilization and Anti-Rabies Vaccination of Stray Dogs as per guidelines of Animal Welfare Board of India having satisfactorily completed (as prime contractor) similar nature of working during the last 3 (three) years, for 1 (one) single work having magnitude of at least Rs.4.00 (four) lakh. Authentic documents in original will have to be submitted in support of the above credential, whenever required.
- ii) The agency must be registered with Animal Welfare Board of India / State Animal Welfare Board.
- iii) Agency must have qualified veterinary doctors with valid registration under the veterinary Council of India / State Veterinary Council.
- iv) Proof of experience in carrying out ABC and vaccination programmes with Municipal / Local Bodies or Government agencies must be furnished.
- v) Must have facilities for kenneling, pre-operative and post-operative care and functional operation theatre.
- vi) Bidder must have GST, Professional Tax Clearance Certificates, PAN Card, valid Trade Licence etc. and other necessary papers as applicable as per existing government rules.
- vii) Joint Ventures / MOU will not be allowed.

Note:-

Similar nature of works completed successfully will be treated as credential.

7. Bid Evaluation:

Technical proposal will be evaluated first. Only bidders meeting the minimum eligibility criteria will be considered for technical evaluation of their bids. Afterwards Financial Bid of the qualified bidders will be opened. Financial Evaluation will be made on Lowest Rate Basis (L1).

8. Documents to be produced in support of Credential for Tender / bid:

- a. Successful performance and completion certificate supplemented with work order issued by the Government / Semi-Government /Government Undertaking or any other competent authority shall have to be furnished in support of credibility in terms with eligibility criteria. Particulars of ownership/partnership or Board of Directors pertaining to the Organization / Company / Firm.
- b. The applicant shall have GST Registration, PAN Card, Professional Tax clearance Certificate, valid Trade Licence etc. and all necessary papers as applicable as per government rules.
- c. Corresponding address, fax & telephone nos. Contract mobile no. & Email no. of the Organization.
- d. Balance Sheet/Income Tax return for last 2 (two) years.
- e. Affidavit & other statutory forms have to be submitted in prescribe format.

All documents in original to be produced in due course of time as & when asked by the Tender/bid Inviting Authority.

9. Earnest Money:

For Sl. No.1, Rs.10,000/- (rupees ten thousand) only to be deposited **online** through e-tender portal only by Net Banking / NEFT / RTGS as **Initial Earnest Money** (balance earnest money, if any, @ 2% of the quoted amount to be paid later).



10. Date and Time Schedule :

Sl. No.	Particulars	Date and Time
a)	Date of uploading of N.I.Q. and Tender/bid Documents online (Publishing Date)	07/01/2026 after 18.00 Hrs.
b)	Documents download start date	07/01/2026 after 18.00 Hrs.
c)	Bid submission start date (online)	07/01/2026 after 18.30 Hrs.
d)	Bid Submission closing (online)	27/01/2026 up to 15.00 Hrs.
e)	Bid opening date for Technical Proposals (online)	29/01/2026 after 15.30 Hrs.
f)	Date of uploading list for Technically Qualified Tender/ bidders (online)	Notified later.

11. Time of completion:

The work is initially for **One (1) year** from the date of issuance of work order. Renewal for further period may be done on satisfactory performance and on mutually agreed terms & conditions with both the parties and as per the discretion of the Authority.

If any defects are noticed, agency will be responsible for rectifying the defects at their own cost.

12. Site inspection & general information:

Intending Bidders are required to inspect the site of the Project with particular reference to location and infrastructure facilities.

They are to make a careful study with regard to availability of machine and their sources and all relevant factors as might affect their rates and prices.

13. Tender/bid documents:

A full set of Tender/bid documents consists of 2 Parts. These are;

- I) **Part I** containing all documents in relation to the name of the firm applied for and credentials possessed by them along with EMD and all relevant documents as depicted.
- II) **Part II** containing following documents; Bid Schedule (.xls sheet)

14. Validity of Bid:

A Bid submitted shall remain valid for a period of 180 calendar days from the date of publication of Bids. Any extension of this validity period if required will be subject to concurrence of the Bidders.

15. Withdrawal of Bid:

A Bid once submitted shall not be withdrawn within the validity period. If any Bidder/Bidders withdraw his/their Bid(s) within the validity period, then Earnest Money as deposited by him/them will be forfeited.

16. Acceptance of Bid:

Executive Engineer, Health, Bidhannagar Municipal Corporation will accept the Bid. He does not bind himself to accept otherwise the lowest Bid and reserves to himself the right to reject any or all of the Bids received without assigning any reason thereof.

17. Intimation:

The successful Bidder will be notified in writing of the acceptance of his Bid. The Bidder then becomes the "Contractor" and he shall forthwith take steps to execute.

Formal Contract Agreement in appropriate Municipal Form with the Executive Engineer, Health, Bidhannagar Municipal Corporation and fulfill all his obligations as required by the Contract.

18. Escalation of Cost:

There will be no escalation in cost for machine and the contract price mentioned in the contract stands valid till completion of the contract.

19. Name & address of In-Charge of the Work:

Executive Engineer, Health, Bidhannagar Municipal Corporation.



20. Execution of Work:

The Contractor is liable to execute the whole work as per direction and instruction of the Bidhannagar Municipal Corporation authority.

21. Influence:

Any attempt to exercise undue influence in the matter of acceptance of Bid is strictly prohibited and any Bidder who resorts to this will render his Bid liable to rejection.

22. In case office faces sudden closure owing to reason beyond the scope and control of the TIA any of last date/dates as schedule may be extended up-to/to next and following working day without issuing further and separate notice the TIA feels it to be necessary and exigent.

23. Imposition of any duty/tax/rule etc. owing to change /application in legislations/enactment shall be considered as a part of the contract and to be adhering to by the Bidder/Contractor strictly.

24. Bid Acceptance Authority is the TIA, Bidhannagar Municipal Corporation in concurrence with the approval of higher authorities.

25. In case of any dispute arising from any clauses of similar nature between bid documents and Municipal tender/bid form, the decision of TIA, Bidhannagar Municipal Corporation, will be final and binding.

26. All usual deductions for taxes i.e. GST, PT, IT, and Labour welfare Cess etc. as per government rules are applicable will be made from the bills from time to time.

27. No conditional/ incomplete Bid shall be entertained.

28. In the event of e-Filing intending bidder may download the tender/bid document from the website www.wbtenders.gov.in indirectly by the help of Digital Signature Certificate.

29. Technical Bid & Financial Bid both will be submitted concurrently duly digitally signed in the Website www.wbtenders.gov.in. Tender/Bid document may be downloaded from website & submission of Technical Bid /Financial Bid as per Tender/Bid Schedule.

30. The Bidder, at the Bidder's own responsibility and risk is encouraged to visit and examine the site of works and its Surroundings and obtain all information that may be necessary for preparing the Bid and entering into a contract for the work as mentioned in the Notice inviting Quotation, the cost of visiting the site shall be at the Bidder's own expense. Traffic management and execution shall be the responsibility of the Agency at his/her/their risk and cost.

31. The intending Bidders shall clearly understand that whatever may be the outcome of the present invitation of Bids, no cost of Bidding shall be reimbursable by the ULB. The TIA, Bidhannagar Municipal Corporation reserves the right to accept or reject any or all the offered bid/bids without assigning any reason whatsoever and is not liable for any cost that might have incurred by any Bidder at any stage of Bidding.

32. Prospective applicants are advised to note carefully the minimum qualification criteria as mentioned in 'Instructions to Bidders' before bidding.

33. During scrutiny, if it is come to the notice to tender/bid inviting authority that the credential or any other papers found incorrect/manufactured/fabricated, that tender/bidder will not be allowed to participate in the tender/bid and that application will be out rightly rejected without any prejudice.

34. Before issuance of the work order, the tender/bid/bid inviting authority shall verify the credential & other documents with the originals of the lowest bidder. All such documents shall have to be furnished by the lowest bidder within 3 (three) days from the date of opening of financial bid at chamber of the undersigned of this office. After verification, if it is found that such documents submitted by the lowest bidder is either manufacture or false, in that case, L.O.A./work order will not be issued in favour of the bidder under any circumstances.

35. If any discrepancy arises between two similar clauses on different notifications, the clause as stated in later notification will supersede former one in following sequence:

- i) WB Form No.2911
- ii) NIQ
- iii) Special terms & Condition
- iv) Technical bid
- v) Financial bid



36. Contractor shall have to comply with the provisions of (a) the contract labour (Regulation Abolition) Act. 1970(b) Apprentice Act. 1961 and (c) minimum wages Act. 1948 of the notification thereof or any other laws relating thereto and the rules made and order issued there under from time to time.

37. Where an individual person holds a digital certificate in his own name duly issued to him against the company or the firm of which he happens to be a director or partner, such individual person shall, while uploading any tender/bid for and on behalf of such company or firm, invariably upload a copy of registered power of attorney showing clear authorization in his favour, by the rest of the directors of such company or the partners of such firm, to upload such tender/bid. The power of attorney shall have to be registered in accordance with the provisions of the Registration Act, 1908.

sd/k
Executive Engineer, Health
Bidhannagar Municipal Corporation

Copy forwarded for necessary information to:-

1. Hon'ble MMIC, Health, Bidhannagar Municipal Corporation.
2. MMOH, Bidhannagar Municipal Corporation.
3. Finance Officer, Bidhannagar Municipal Corporation.
4. P.A. to Hon'ble Mayor, Bidhannagar Municipal Corporation.
5. P.A. to Commissioner, Bidhannagar Municipal Corporation.
6. Office Notice Board.
7. Official Website.
8. Publication to newspapers.
9. Office Copy.

2.1.26
Executive Engineer, Health
Bidhannagar Municipal Corporation

Dg 2/26.