

# GOVERNMENT OF ODISHA



## H & UD DEPARTMENT SUNDARGARH MUNICIPALITY SUNDARGARH

**DRIVE OUT OF BULL, COW & BUFFALO FROM ROAD SIDE,  
COLONY AREA, FIELD AND OTHER PLACES WITHIN  
SUNDARGARH MUNICIPALITY, SUNDARGARH**

PERIOD OF SALE OF BID DOCUMENTS :- From dt.13.01.2025 to dt.22.01.2025

LAST DATE OF RECEIVED BID DOCUMENTS :- dt.24.01.2025 upto 1.30 PM

& TIME OF OPENING THE BID DOCUMENTS :- Dt.24.01.2025, 4.30 PM

COST OF TENDER PAPER :- ₹ 1,000.00

COST OF EMD :- ₹ 5,000.00

Name of the Bidder

MR No

/Dt

  
EXECUTIVE OFFICER  
SUNDARGARH MUNICIPALITY  
SUNDARGARH, ODISHA.

**OFFICE OF THE SUNDARGARH MUNICIPALITY, SUNDARGARH**  
**EXPRESSION OF INTEREST (EoI)**

Notice No. 83 Dt 10/01/25

Executive Officer, Sundargarh municipality Sundargarh invites bid single cover sealed Expression of Interest (EoI) in offline mode from interested/ intending eligible contractors/ NGO/ experience firms & any registered animal welfare society working in the state for drive out of bull, cow, buffalo from the road side, colony area, field and other places within Sundargarh municipality." DTCN alongwith terms & conditions can be obtained in the office of the Sundargarh municipality, Sundargarh during office hours on payment of ₹1,000.00 (Rupees:- One thousand) only (not refundable) from dt.13.01.2025 to dt.22.01.2025. The quotation also available in the Sundargarh district portal i.e.sundargarh.odisha.gov.in. EoI without payment of paper cost and EMD in original shall not be accepted in any case and will be rejected summarily. The contractors/ NGO/ experience firms & any registered animal welfare society must be accompanied with (i) cost of tender paper, (ii) EMD in original, photo copy of valid (iii) GSTIN (iv) Complete organisation details, authenticated proof of the organisation (v) No Relation certificate (Appendix-A) (vi) Litigation certificate (Appendix-B). The sealed EoI and other documents will be received **offline on or before dt.24.01.2025 upto 1.30 PM and will be opened on the same day at 4.30 PM** in presence of the bidder or their authorized representatives. The authority reserves the right to accept or cancel any or all EoI without assigning any reason thereof.

  
Executive Officer  
Sundargarh Municipality

Memo 84 Dt 10/01/25

Copy to ADM, Sundargarh / SE, R&B, Division, Sundargarh for information and necessary action. They are requested to display (EoI) on the office notice board for wide publication.

Copy to Municipality office notice board for wide publication.

  
Executive Officer  
Sundargarh Municipality

Memo No. 85 /Date 10/01/25

Copy to Accountant/ Cashier for information. Cashier is directed to receive the documents cost and issue documents to bidder.

  
Executive Officer  
Sundargarh Municipality

Memo No 86 /dt 10/01/25

Copy to DeGM, Collectorate, Sundargarh with a request to publish the EoI in the district website portal.

  
Executive Officer  
Sundargarh Municipality

Memo No 87 /dt 10/01/25

Copy to The Director, I & PR Department, Government of Odisha, Bhubaneswar with a request to publish the "Expression of Interest" in an Odia daily for one day before dt.13.01.2025 for wide publication

  
Executive Officer  
Sundargarh Municipality

CHECK LIST TO BE FILLED UP BY THE BIDDER

Sl.No	Particulars	Reference as per DTCN	Whether furnished	Reference to Page No.
1	Cost of Bid in original			
2	Cost of EMD in original			
3	Valid Registration Certificate/ MSME			
4	Upto date GSTIN			
5	No Relationship Certificate			
6	Information regarding current litigation, debarring expelling of the tender or abandonment of the work by the tenderer			
7	Affidavit (work wise)			
8	filled up and signed with seal copy of schedule quotation/ EoI call notice			
9	Other, If any			

### TERMS AND CONDITIONS

- 1 The details of bid documents specification, schedule and set of terms & conditions is available in the municipality office, Sundargarh in person on payment of ₹1,000.00 (Rupees:- One thousand) Only towards cost of Eol documents in shape of Cash/ DD/ Banker cheque drawn on any Nationalized Bank in favour of Executive Officer, Sundargarh municipality payable at Sundargarh. The Eol will be available in the Sundargarh district portal i.e. Sundargarh.odisha.gov.in. Eol without payment of paper cost shall not be accepted in any case and will be rejected summarily. The cost of quotation/ Eol paper is not refundable.
- 2 The bidder must be accompanied by EMD/ bid security in original amount of ₹5,000.00 (Rupees:- Five thousand) Only in shape of Cash/ DD/ Banker cheque/ National savings certificate/ Post office savings Bank account/ Post office Time Deposit/ Kissan Vikas Patra / Deposit Receipt of Schedule Bank drawn on any Nationalized Bank in favour of Executive Officer, Sundargarh municipality payable at Sundargarh.  
Expression of Interest without EMD in original shall not be accepted.  
EMD & ISD Exempted for local MSME of Odisha is certified by DIC.
- 3 The sale of Expression of Interest (Eol) documents start from dt.13.01.2025 to dt.22.01.2025.  
Request for Expression of Interest (Eol) documents through post will not be entertained.
- 4 The completed & sealed Expression of Interest (Eol) should be sent on or before dt.24.01.2025 upto 1.30 PM to the Executive Officer, Sundargarh municipality through registered/ Speed post or in person only. The envelope containing the quotation/Eol documents should be superscripted with "Drive out of bull, cow, buffalo from the road side, colony area, field and other places within Sundargarh municipality." with Eol call notice no & date.
- 5 The Expression of Interest (Eol)/ bid documents will be opened in the presence of tender committee of Sundargarh municipality on dt.24.01.2025 at 4.30 PM in the chamber of Executive Officer, Sundargarh municipality, Sundargarh in the presence of the bidders or their authorized representatives who wish to attend.  
If office happens to be closed for any reason on the date the receiving or opening of the tender as specified the tenders will be received/ opened in the next working day at the same time & venue.
- 6 No bids will be received after scheduled date and time. The officer inviting the bid shall not be responsible for any postal delay and/ or non-receipt due to any frivolous reasons.
- 7 Bidder should submit (i) Technical bid is to contain of cost of bid document and EMD in original, self attested copies of valid registration/ MSME certificate, up-to-date GSTIN, No Relationship Certificate, litigation certificate, filled up and signed with seal of schedule appended to the Eol call notice and documents required as per DTCN.  
(ii) Financial/ Price bid/ BoQ is to contain the price bid duly filled and signed by the bidder.
- 8 The Quotationer should quote single rate for each item according to required specification wherever mentioned. More than one rate for a particular item will be summarily rejected.
- 9 **The bidder shall quote their rate including including cost of all materials, labour, T&P, transporting, loading & unloading, fooding, rope, deisel etc.etc as per description in BoQ/ specification.**
- 10 The rate shall be quoted inclusive of all taxes and duties if any. GST will be mentioned separatly.
- 11 Any correction or over writing in the offer should be attested by the quotationer.
- 12 The rate should be mentioned in both figures and words.
- 13 The rate will be valid for one calender year.
- 14 The bidder shall submit the quotation/ expression of interest schedule duly signed by him with seal.

- 15 The work will be inspected by the Executive Officer, Sundargarh municipality/ or any competent authority authorised by municipality.
- 16 The quotationer/ bidder shall not sublet, transfer or assign any part of the full work of this award without prior written permission from the Executive Office, Sundargarh municipality.
- 17 All bids received will remain valid for a period of 90 days. The deadline date for submission of bids and validity of bids can also be extended, if agreed to by the bidder and the Department.
- 18 The EMD shall be forfeited on the following grounds :
  - i If the bidder withdraws the bid after bid opening during the period of bid validity.
  - ii If the Bidder does not accept the correction of the bid price.
  - iii In the case of a successful bidder fails to sign the agreement/ contract or furnish the required document.
  - iv In case the statements, documents and certificates submitted during submmision of bid by the bidder is found false/ fabricated/ bogus,
  - v If the successful bidder fails to execution of work properly.
- 19 Quotation/ Expression of Interest (Eoi) shall not be considered through Power of Attorney
- 20 Award of contract will be issued by post/ hand/ email.
- 21 Any dispute arises between bidder & office, the decision of the Council will be final and binding to both parties.
- 22 The authority reserves the right to reject any or all the tenders without assigning any reason thereof.

  
Executive Officer  
Sundargarh municipality

**Special Terms & Condition: -**

- 1 The drive out programme will be made day after day.
- 2 The bid will be not more than ₹70,000.00 (Rupees Seventy thousand) only more than this amount, bid will be summerically rejected.
- 3 The bidder will submit the experience certificate if any regarding drive out of cow, buffalo & animals in any Municipal area and NAC area in the state.
- 4 The bidder will maintain the day to day feeding and care of the animals drive out from the aforesaid places and collect service charges from the owner of the cow and the other animals @₹500.00 (Rupees five hundred) only per animal in first day and ₹100.00 per animal subsequent day. The amount collected from the owner will be deposited with cashier of this Municipality during 1<sup>st</sup> week of each month.
- 5 The office will provide one cow catcher carrier to the bidder on hire basis at an amount of ₹2000.00 (Rupees two thousand) only per calendar month and the amount will be deducted from the bill at the time of payment.
- 6 The authority reserves the right to reject any or all the quotations without assigning any reason thereof.

APPENDIX – A

**INFORMATION REGARDING CURRENT LITIGATION, DEBARRING EXPELLING OF TENDERED OR ABANDONMENT OF WORK BY THE TENDERER**

- |   |  |          |
|---|--|----------|
| 1 | Is the tenderer currently involving in any litigation relating to the works. If yes, give details:   | Yes / No |
| 2 | Has the tenderer or any of its constituent partners been debarred/ expelled by any agency in India during the last 5 years.                  | Yes / No |
| 3 | Has the tenderer or any of its constituent partner's failed to perform on any contract work in Sundargarh Municipality If yes, give details: | Yes / No |

Note: If any information in this Appendix is found to be incorrect or concealed, qualification application will be summarily be rejected.

**Signature of the Tenderer**

APPENDIX- B

**NO RELATIONSHIP CERTIFICATE**

I/ We hereby certify that I/ we am/are related / not related to any officer of the Sundargarh Municipality in the rank of Asst. Engineer or above I/ we am/are aware that if facts to be proved false my/ our contract will be rescinded with forfeiture of EMD and ISD and I/ We shall be liable to make good loss or damage resulting from such cancellation.

Full Name of the contractor

1. Address for correspondence-

Phone No: \_ \_ \_ \_ \_

2. Permanent Native address-

Village.....

Post .....

Dist .....

**Signature of Contractor.**

## **DECLARATION BY THE TENDERER**

1. I have visited the site/ area and have fully been acquainted myself with the local situation regarding materials, labour and the factors pertaining to the work before submitting the tender.
2. I have carefully studied the conditions of the contract, specification and other documents of this work and I agree to execute the same accordingly.
3. I solemnly pledge that I shall be sincere in discharging my duties as responsible bidder and complete the work within the prescribed time limit. I shall submit detailed construction/ erection programme with target dates for various items and stages of work keeping in view the time limit and shall accordingly arrange for necessary labours, materials, and equipments etc., punctually. In case there are deviations from the construction programme, I shall abide by the decision of the Engineer-in-charge for revision of the programme and shall arrange for labour, materials, equipments etc.
4. I shall follow all rules and regulations of the state in force with regard to engagement of labour for the work.
5. The documents furnished with the tender are correct to the best of my knowledge and belief and if any information found to be incorrect in future, the Department has the liberty to take any action as deemed fit.

**Signature of the Bidder**

## LETTER FOR SUBMISSION OF PROPOSAL

**[To be filled in by the Bidder]**

Note: (1) Additional conditions appended to the RFP will make the tender liable for rejection.

(2) Non-submission of EMD in proper shape and other required documents as detailed hereinafter shall make the tender liable for rejection.

To

**The Executive Officer,  
Sundargarh Municipality.**

Sub: EoI for the work **drive out of bull, cow, buffalo from the road side, colony area, field and other places within Sundargarh municipality**

Dear Sir,

With reference to the above, we are to inform you that in response to your above referred NIT, we have downloaded the Detailed Tender Call Notice (DTCN) and that after having thoroughly examined the same, we hereby tender for the work to execute the work within the stipulated time and in conformity with the relevant clauses of the DTCN along with all related statutory rules and regulations for the amounts as quoted in the accompanying price bid.

2) I/We have studied, acquainted and satisfied ourselves with the site/ area and its working conditions for the successful and timely completion of the work.

3) I/We are submitting herewith Bar Chart to complete the work in time.

4) Our offer is unconditional and is in conformity with the requirements of the DTCN. We understand that any additional condition put by us in the tender/ EoI shall make our tender liable for rejection.

5) I/We understood that you are not bound to assign any reason in case of rejection of our tender.

6) I/We agree to keep our offer open for a minimum of 90 (ninty) days from the date of opening of the Price bid. Further extension of validity will be our prerogative.

Should this tender be accepted, we hereby agree to abide by and fulfill all the terms and provisions of this Detailed Tender Call Notice (DTCN).

Thanking

Yours faithfully,

**Signature of the Bidder**

**Bills of quantities for Drive Out of Bull, Cow & Buffalo From road side, colony area, field and other places with Sundargarh municipality**

**Bid Form**

1	Name of the bidders with Address	
2	Permanent Address	
3	Present Address	
4	Experience (If any)	
5	Cost of TP. MR/DD No. & Date	
6	EMD Cost, Bank draft No. & Date	

Sl No	Description	Qty.	Unit	Rate	Amount
1	2	3	4	5	6
1	Transportation Charge (Tractor)	15 days	Day	800.00	₹ 12,000.00
2	Drive Charges (4 hour)	15 days	Day (4 hour)	300.00	₹ 4,500.00
3	No of labour to be engaged (4 hour) for the drive out the bull, Cow, Buffalo etc.	(4*15) days	Day (4 hour)	225.00	₹ 13,500.00
4	Care Taker & Security	(2*30) days	Day	450.00	₹ 27,000.00
5	Cost of Energy, Water & feeder Charges	30 days	Day	250.00	₹ 7,500.00
6	Service & Supervision charges LS	₹ 64,500.00		7.50%	₹ 4,838.00
				<b>Total</b>	<b>₹ 69,338.00</b>

- 1/ We have gone through the tender document/ bills of quantities, specifications estimate rates and the estimated quantity.
- 3 My/ Our quoted amount mentioned above is . . . . . % (. . . . . percent) Excess/ Less/ CSR over the estimated cost put the tender.
- 2 I/ We hereby quote an amount ₹. . . . . (Rupees. . . . . ) only to execute and complete the work in accordance with the stipulations made in the tender.

Signature of tenderer with seal

Executive Officer  
Sundargarh Municipality.

**CERTIFICATE**

I Sri . . . . . of ward no. . . . . Certify that, I will abide by the rule and regulation for drive out of bull, cow, buffalo in the road side of the Sundargarh Municipality area as per the terms & conditions laid down in the bid. I will manage the entire drive out work and maintenance of animals as per the prevention of cruelty to animals Rules,2001.

Date:

Signature of the Bidder