

MUNICIPAL CORPORATION BATHINDA

E-TENDER DOCUMENT

FOR THE WORK OF

ANTI RABIES VACCINATION (ARV) PROGRAMME OF STRAY DOGS IN BATHINDA CITY

Issued By

Municipal Corporation Bathinda

Website : www.mcbathinda.com

Email: cmcbathinda@gmail.com

E-Tender Portal – epco.punjab.gov.in

LOCAL GOVERNMENT OF PUNJAB

Municipal Corporation, Bathinda

E-tender No MCB/2026-27/18

No. 785.....

Date 24.7.2026.....

NOTICE INVITING ON-LINE BIDS

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 Firms/ Agencies/ NGO's/ Organizations/ Contractor having experience in the area of expertise **the work of Anti Rabies Vaccination of the stray dogs in Bathinda city.**

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.

Date and Time Schedule:-

Last date & time of online sale/ submission of Bidding Document	Opening of Technical Bid Documents	Opening of Financial Bidding Documents
07.08.2026 11.00 AM	07.08.2026 11.30 AM	After Technical Evaluation

List of works: -

Sr. No	Name of Work	Earnest money	Tender Fees	Time period
1	The work of Anti Rabies Vaccination of the stray dogs in Bathinda city.	1,20,000/-	1000/-	5 Month

Important instructions: -

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

Or as per latest notification/amendment dated 2.12.2025 of Punjab Govt. in Punjab Transparency in Public Procurement Rules, 2022 which is reproduced as.

Bid submission: "Bid Security and tender fee may be obtained in the form of insurance surety bonds, or bank guarantee (including e Bank Guarantee) issued or confirmed by any of the Scheduled Banks (as defined in section 2 (e) of the Reserve Bank of India Act 1934 or in the electronic format online (NEFT/RTGS/Internet

banking) or any other online mode available on e-procurement portal. Bid security/EMD in the form of insurance surety bond or bank guarantee shall be submitted online only and insurance surety bonds or bank guarantee shall not be accepted in physical form. In case of exemption of Bid Security, the scanned copy of the document in support of exemption will have to be uploaded by the bidder during bid submission. For more information, the bidders shall refer to the instructions provided on the e-Procurement Portal's Website under Bidders Manual Kit.

Further, recognized Micro and Small enterprises (MSEs) and Startups are exempted from payment of Bid Security, Subject to submission of valid registration /Udyam certificate verified by the General Manager, District Industry Centre of the concerned district, confirming the units locations within Punjab and its MSE status or registered Startup with Department of Industries and Commerce, Government of Punjab and must submit a Bid Security Declaration accepting that if they withdraw or modify their bids during period of validity, they will be suspended for the time specified in the tender documents"

"(c) Bid Security and tender fee may be obtained in the form of insurance surety bonds, or bank guarantee (including e Bank Guarantee) issued or confirmed by any of the Scheduled Banks (as defined in section 2 (e) of the Reserve Bank of India Act, 1934 or in the electronic format online (NEFT/RTGS/Internet banking) or any other online mode available on e-procurement portal. Bid security/EMD in the form of insurance surety bond or bank guarantee shall be submitted online only and insurance surety bonds or bank guarantee shall not be accepted in physical form.

(d) Further, recognized Micro and Small enterprises (MSEs) and Startups (recognized by the Department of Industries and Commerce, Government of Punjab) are exempted from payment of Bid Security, subject to submission of valid registration or Udyam certificate verified by the General Manager, District Industries Centre of the concerned district, confirming the units locations of units within Punjab and its MSE status or registered Startup with the Department of Industries and Commerce, Government of Punjab and must submit a Bid Security Declaration accepting that if they withdraw or modify their bids during period of validity, they shall be suspended for the time specified in the tender documents"

3. Processing fee will only be accepted through Net Banking (Direct Debit) and IPG (Credit/Debit card).
4. All the payments (EMD & Tender form cost) and related document will be accepted online only.



5. 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.
6. Corrigendum/Addendum/Corrections, if any will be posted on the website only.
7. 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.
8. NIT, Terms and conditions can be seen in the office of Municipal Corporation on any working day.
9. All legal proceedings in connection with the contract shall be subject to the territorial jurisdiction of the civil courts at Bathinda only.
10. For any other query bidders can contact the undersigned office on any working day.
11. Agency should compulsorily upload the scanned copy of document such as PAN No, GST No., EPF No., ESIC No., Self Declaration that the Firms/ Agencies/ NGO's/ Organizations/ Contractor 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.


**Chief Sanitary Inspector
Municipal Corporation
Bathinda**


**Corporation Engineer,
Municipal Corporation,
Bathinda**

TERMS & CONDITIONS:

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INSTRUCTION TO BIDDERS REGARDING TENDERING PROCESS

1. The Bids shall be submitted only online on given portal on or before 07.08.2026 up to 11.00 Hrs. at www.eproc.punjab.gov.in.
2. 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.
3. The scanned copies of original instruments in respect of technical bid along with other relevant documents must be submitted online only.
4. The Commissioner, Municipal Corporation Bathinda reserves the right to cancel or reject any tender without assigning the reason thereof at any stage of tendering.
5. Dispute if any shall be discussed and mutually settled and in case of disagreement the same shall be referred to Commissioner, Municipal Corporation, Bathinda.
6. 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.



**Chief Sanitary Inspector
Municipal Corporation
Bathinda**



**Corporation Engineer,
Municipal Corporation,
Bathinda**

CHECK LIST OF DOCUMENTS TO BE UPLOADED BY THE BIDDER

As Technical Bid

Eligibility Documents to be Submitted by the Bidder

1. Experience Certificate

The bidder shall submit scanned copies of Successfully Completion Certificates or Ongoing Work Experience Certificates issued by the concerned Government Department, Government Agency, Municipal Corporation, Municipal Council, Cantonment Board, PSU, or any other Government /Semi-Government Authority evidencing successful execution of similar works.

The bidder must have successfully completed / ongoing work in any one of the following during the last any **five (05) years**, ending on the last day of the month preceding the month in which the bids are invited:

- One (01) or more execution of similar works of complete / ongoing work of **Animal Birth Control (ABC) value not less than 2000 stray dogs in last 5 years or Anti-Rabies Vaccination (ARV)/ Mass Vaccination of commutative value not less than 5000 stray dogs in last 5 years.**

Explanation:

For the purpose of this tender, **Similar Work** shall means ongoing/complete execution of **Animal Birth Control (ABC) or Anti-Rabies Vaccination (ARV) or Mass Anti-Rabies Vaccination or Sterilization or Vaccination of stray dogs** undertaken under any Government Department, Municipal Corporation, Municipal Council, Cantonment Board, Government Agency, State Government, Central Government, PSU, Semi-Government department or other Government Body anywhere in India.

The experience shall be considered only if the work has been satisfactorily completed/ongoing work by the bidder acting as the **Prime Contractor/ Implementing Agency**.

The Employer reserves the right to verify the authenticity of all experience certificates from the issuing authority. Submission of false, misleading, forged, or fabricated certificates shall result in rejection of the bid, forfeiture of Earnest Money Deposit (EMD), termination of contract (if awarded), and blacklisting/debarment of the bidder.

2. Recognition and Veterinary Registration

The bidder shall submit:-



- Scanned copy of valid recognition/registration issued by the **Animal Welfare Board of India (AWBI)**.
- Documentary proof of registration of **minimum two (02) full-time registered Veterinary Doctors/ Practitioners** with the State Veterinary Council or Veterinary Council of India.

The Employer may verify the validity of the registration certificates at any stage of the tender or contract period.

3. **Financial Capability**

The bidder shall submit audited Balance Sheets along with Income & Expenditure Account/Profit & Loss Account and Auditor's Report for the last **three (03) financial years**, duly certified by a Chartered Accountant.

Where audit is not applicable under law, the bidder shall submit a certificate issued by a Chartered Accountant explaining the reasons, along with the financial statements as prescribed under applicable law.

4. **Declaration Regarding Blacklisting**

The bidder shall submit a declaration, in the prescribed format (Annexure-B), stating that the bidder has **not been blacklisted, debarred, suspended, banned, or declared ineligible** by any Government Department, Central Government, State Government, Municipal Corporation, Local Authority, PSU, Statutory Authority, or Court of Law.

The Employer reserves the right to independently verify the declaration.

5. **Affidavit**

The bidder shall submit a duly notarized affidavit in the prescribed format (Annexure-C).

6. **Another Document submitted in Technical Bid**

The bidder should be submitted scanned copies of the following documents in the Technical Bid.

- PAN No.
- GST Registration
- EPF Registration



- ESI Registration
- Labour License (where applicable)
- Professional Tax Registration (if applicable)
- Any other statutory registration required under applicable Central or State Government laws.

In case of absence of any of the above documents, the bidder shall lose eligibility.

7. The bidder must have AVERAGE ANNUAL TURNOVER of Accounts for the last 3 years issued by Chartered Accountant showing minimum value of Rs 24 Lakh

8. **Details of Resources**

The bidder shall submit complete details of the resources proposed to be deployed for execution of the work. The agency shall submit details of manpower, skilled/non-skilled staff, machinery, and other relevant details of the project like Veterinary Doctors, Para-veterinary staff, Dog Catchers, Animal Handlers, Drivers, Supervisors, Skilled and Unskilled Manpower, Animal Catching Vehicles, Ambulance (if available), Dog-catching equipment, Surgical Instruments, Kennel Infrastructure, Vaccination Equipment, Cold Chain Equipment, Other machinery and equipment etc. proposed for execution of the work.

The Employer may physically verify the availability of the above resources before award of work or at any stage during execution.

9. **Submission of Original Documents**

The bidder shall submit the original affidavits, declarations, undertakings, and other documents, wherever specifically required under the tender conditions online only.

10. If any information is found false at any stage, the bid shall be rejected and legal action, including forfeiture of EMD and blacklisting, may be initiated.



Annexure-B

AFFIDAVIT of non-blacklisting

I/ we _____ authorized signatory (attached) on behalf of the registered Firms/ Agencies/ NGO's/ Organizations/ Contractor _____ having PAN No: and GST No: _____ Having registered office at _____ solemnly affirm that I/We have never been black listed, nor mine/our tenders order have ever been cancelled by any State/U-F/Central Government/Corporation/Board/autonomous body or and partner or shareholder either directly or indirectly connected with or has any subsisting interest in the business of my/our firms. That there is no any legal proceedings have ever been initiated /pending or any penalty has ever been levied due to delay of non-completion of work order by and State/UT/Central Government/Corporation/Board/autonomous body: or by any authority. That individual firms/company have been regularly paying income tax and other taxes as per norms and policies of government and that I/we accept all the terms & conditions as prescribed in Annexure-C of the uploaded tender document.

Deponent

Place _____

Dated _____

Verification: -

I/We M/s do hereby solemnly declare affirm that the above are true and correct to the best of my/our knowledge and belief. No part of it is false and nothing has been concealed therein.

Deponent

Place _____

Dated _____

Note: To be furnished on non-judicial stamp paper duly attested by the first-class magistrate/notary public)



Terms & Conditions for Mass Anti-Rabies Vaccination (MDV) of Stray Dogs in Bathinda City

1. Contract Period

- 1.1 The contract shall remain valid for **5 months** from the date of execution of the Agreement.
- 1.2 The bidder will carry out nearly 15000 (Fifteen thousand) ARV vaccination complete in all respect in MCB jurisdiction.
- 1.3 The contractor shall complete single-dose Anti-Rabies Vaccination (ARV) of all stray dogs within Municipal Corporation Bathinda limits during this period.
- 1.4 Extension, if any, shall not be automatic and may be granted by the Municipal Corporation based on satisfactory performance, for a maximum period of **one year** on the same approved rates.

2. Scope of Work

- 2.1 The contractor shall provide complete MDV services including:
 - 2.1.1 Humane capture, handling, vaccination and release of stray dogs at the same location.
 - 2.1.2 Pre-vaccination veterinary examination.
 - 2.1.3 Administration of WHO/OIE approved Cell Culture Anti-Rabies Vaccine.
 - 2.1.4 Temporary non-toxic colour marking of vaccinated dogs.
 - 2.1.5 Maintenance of cold chain (2°C–8°C).
 - 2.1.6 Maintenance of daily vaccination records, GPS/location-wise reports, vaccine batch details and photographic evidence.
 - 2.1.7 Safe disposal of biomedical waste.
 - 2.1.8 Supply of all manpower, vehicles, equipment, PPE, vaccines, syringes and consumables.
 - 2.1.9 The entire work shall be carried out strictly in accordance with the Animal Birth Control Rules, 2023, Prevention of Cruelty to Animals Act, 1960, all directions of Supreme Court of India, all directions issued by Animal Welfare Board of India (AWBI), Government of India, Government of Punjab and any amendments issued during the contract period.



- 2.1.10 The bidder shall deploy minimum 2 teams consisting each team of minimum 01 Qualified Veterinary Doctors with the collective experience of dog vaccination, 02 Paravets, 4 dog Catchers & drivers for dog vans.
- 2.2 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.
- 2.3 It shall be the responsibility of the bidder to carry out:-
- a) catching the street/stray dogs;
 - b) Anti Rabies Vaccination and de-worming complete in all respect as per ABC SOP published by AWBI;
 - c) re-transport the dogs from ABC campuses back to their original street/location.
- 2.4 The bidder will carry out nearly 15000 (Fifteen thousand) ARV vaccination in MCB jurisdiction.
- 2.5 Tax deduction at source from the payments to the agency shall be made as per Govt. directions.
- 2.6 Agency shall be responsible for any mishap, accident or injury to any of its staff and dogs and general public
- 2.7 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.
- 2.8 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 Commissioner, Municipal Corporation, Bathinda whose decision in this regard will be final.
- 2.9 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.



- 2.10 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. Daily record of medicines administered, an anesthesia, details of team carrying out ARV to be kept for scrutinization by monitoring committee on regular basis. Detail of the same shall be maintained by the agency and put up before the Deputy Director, Animal Husbandry, Bathinda fortnightly as required.
- 2.11 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.
- 2.12 Municipal Corporation may require replacement of any staff found negligent or unsuitable.
- 2.13 Municipal Corporation, Deputy Director Animal Husbandry, AWBI, State Government or any authorized authority may inspect the project without prior notice.

3. Earnest Money Deposit (EMD)

- 3.1 EMD of **value Rs. 1,20,000/-** shall be deposited through online banking or **Or** as per latest notification/amendment dated 2.12.2025 of Punjab Govt. in Punjab Transparency in Public Procurement Rules, 2022 which is reproduced as.
- Bid submission: "Bid Security and tender fee may be obtained in the form of insurance surety bonds, or bank guarantee (including e Bank Guarantee) issued or confirmed by any of the Scheduled Banks (as defined in section 2 (e) of the Reserve Bank of India Act 1934 or in the electronic format online (NEFT/RTGS/Internet banking) or any other online mode available on e-procurement portal. Bid security/EMD in the form of insurance surety bond or bank guarantee shall be submitted online only and insurance surety bonds or bank guarantee shall not be accepted in physical form. In case of exemption of Bid Security, the scanned copy of the document in support of exemption will have to be uploaded by the bidder during bid submission. For more information, the bidders shall refer to the instructions provided on the e-Procurement Portal's Website under Bidders Manual Kit.
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district, confirming the units locations within Punjab and its MSE status or registered Startup with Department of Industries and Commerce, Government of Punjab and must submit a Bid Security Declaration accepting that if they withdraw or modify their bids during period of validity, they will be suspended for the time specified in the tender documents"

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3.2 EMD of unsuccessful bidders shall be refunded after award of work.

4. Agreement & Performance Security

- 4.1 The successful bidder shall execute and register the Agreement at its own cost.
- 4.2 Successful bidder shall submit Performance Security equal to 5% of contract value within 15 days of issue of Letter of Acceptance.
- 4.3 Performance Security shall be 5% of the contract value in the form of an unconditional Bank Guarantee valid up to 90 days beyond project completion.
- 4.4 Failure to furnish Performance Security within the prescribed period shall result in cancellation of award and forfeiture of EMD.
- 4.5 5% retention money shall be deducted from each running bill and released after successful completion.
- 4.6 No interest shall be payable on Security Deposits.
- 4.7 Work shall commence only after execution of agreement.



5. Commencement & Work Schedule

- 5.1 Work shall commence within 15 days of signing the Agreement.
- 5.2 Vaccination shall be carried out ward-wise as per the schedule issued by Municipal Corporation Bathinda.
- 5.3 After the allotment of the work, the successful bidder shall complete the field survey within **one month** from the date of issuance of the work order.
- 5.4 Minimum target: 5000 stray dogs per month, unless otherwise specified/Target given by competent authority of MC, Bathinda.

6. Manpower

- 6.1 The contractor shall deploy adequately trained personnel including:
 - Registered Veterinary Doctor(s) with Veterinary Council India/State Veterinary Council.
 - Para-Veterinary Assistants
 - Trained Dog Catchers
 - Driver(s)
 - Supervisor(s), wherever required.

All personnel shall:

- Wear uniforms and identity cards.
- Be vaccinated against rabies.
- Comply with labour laws including minimum wages, EPF, ESI and other statutory provisions.
- No child labour shall be employed.

7. Equipment & Materials

- 7.1 The contractor shall provide:
 - Dog catching nets/poles
 - Transport cages
 - Vaccine carriers and ice boxes
 - Temperature monitoring devices
 - PPE kits
 - GPS-enabled devices
 - Vaccination registers
 - Paint markers
 - Vehicles and all necessary consumables.



8. Vaccine Requirements

8.1 Only WHO/OIE approved Cell Culture Anti-Rabies Vaccine shall be used.

The vaccine shall:

- Be procured from authorized manufacturers.
- Have minimum six months residual shelf life.
- Be stored and transported between 2°C–8°C.
- Be available for inspection by the Municipal Corporation at any time.

9. Vaccination Procedure

The Contractor shall carry out the Anti-Rabies Vaccination (ARV) programme strictly in accordance with the provisions of the **Prevention of Cruelty to Animals Act, 1960**, the **Animal Birth Control (Dogs) Rules, 2023** (as amended from time to time), the guidelines issued by the **Animal Welfare Board of India (AWBI)**, and all applicable instructions issued by the Central Government, State Government, Municipal Corporation Bathinda, and other competent authorities.

The Contractor shall comply with the following requirements:

9.1. Standard Operating Procedures

The Contractor shall strictly follow the Standard Operating Procedures (SOPs), technical protocols, and vaccination guidelines approved by the Government and AWBI. Any deviation from the prescribed procedures shall require prior written approval from the Employer.

9.2. Humane Capture and Handling

All stray dogs shall be captured, restrained, transported, vaccinated, and released in a humane manner without causing unnecessary pain, stress, injury, or cruelty. The Contractor shall ensure compliance with all applicable animal welfare laws and guidelines.

9.3. Vaccination Coverage

The Contractor shall vaccinate every healthy and eligible stray dog found within the jurisdiction of Municipal Corporation Bathinda during the campaign period (**by Paravet Staff Only**). Sick, injured, pregnant, lactating, or otherwise medically unsuitable dogs shall be handled only as per the advice of the registered Veterinary Doctor and applicable Government guidelines.

9.4. Qualified Veterinary Supervision

All vaccinations shall be administered only by or under the direct supervision of a registered Veterinary Doctor duly registered with the State Veterinary Council or

Veterinary Council of India. The Contractor shall ensure that qualified veterinary personnel remain available throughout the vaccination programme.

9.5. Identification of Vaccinated Dogs

Immediately after vaccination, each vaccinated dog shall be provided with a clearly visible, temporary, non-toxic identification mark or any other identification method approved by Municipal Corporation Bathinda. The identification system shall enable field verification and help prevent duplicate vaccination during the same campaign.

9.6. Release of Dogs

After vaccination and ensuring that the dog is fit for release, the Contractor shall release the dog at the **same location from where it was captured**, unless otherwise directed by the Employer or required under applicable law.

9.7. Prevention of Duplicate Vaccination

The Contractor shall maintain proper records and field verification mechanisms to ensure that the same dog is not vaccinated more than once during the same vaccination campaign. Any duplicate vaccination attributable to negligence shall not be considered for payment.

9.8. Record Keeping

The Contractor shall maintain complete daily records of vaccinated dogs, including, wherever feasible:

- Date and time of vaccination;
- Location (GPS coordinates, ward number, or street details);
- Sex and approximate age of the dog;
- Colour and distinguishing identification marks;
- Vaccine name, batch number, manufacturing date, and expiry date;
- Name and registration number of the supervising Veterinary Doctor;
- Photographic evidence before and after vaccination, if required by the Employer.

The records shall be submitted to Municipal Corporation Bathinda in both hard copy and digital format at intervals specified by the Employer.

9.9. Use of Sedatives and Tranquilizers

Sedatives, tranquilizers, or any other immobilizing drugs shall be used **only when medically necessary** and strictly under the supervision of a registered Veterinary Doctor. The Contractor shall maintain complete records of such usage, including the reason for administration, dosage, drug details, and the supervising

veterinarian's certification. Under no circumstances shall unqualified personnel administer such drugs.

9.10. Safety and Biosecurity

The Contractor shall ensure that all personnel engaged in vaccination wear appropriate Personal Protective Equipment (PPE), follow infection control and biosecurity protocols, and safely dispose of used syringes, needles, biomedical waste, and other hazardous materials in accordance with the **Biomedical Waste Management Rules** and applicable statutory requirements.

9.11. Monitoring and Inspection

Municipal Corporation Bathinda or its authorized representatives shall have the right to inspect vaccination activities, vaccine stocks, records, equipment, manpower, vehicles, and field operations at any time without prior notice. The Contractor shall provide full cooperation during such inspections.

9.12. Non-Compliance

Failure to comply with the provisions of this Clause, use of expired or unauthorized vaccines, improper handling of animals, submission of false vaccination records, duplicate reporting, or violation of Government guidelines shall constitute a material breach of the Contract and may result in:

- Rejection of the work performed;
- Non-payment for the affected work;
- Recovery of financial loss from the Contractor;
- Imposition of penalties as per the Contract;
- Suspension or termination of the Contract;
- Forfeiture of Performance Security; and/or
- Blacklisting/debarment of the Contractor in accordance with applicable rules.

10. Records & Reporting

10.1. The contractor shall maintain daily records containing:

- Date
- Ward/Location
- GPS coordinates
- Number of dogs vaccinated
- Vaccine batch number & expiry
- Veterinary Doctor's signature
- Photographic evidence

Weekly, monthly and final reports shall be submitted along with invoices.

10.2. Daily Progress Report

Agency should submit

- Dogs caught
- Male/Female
- Pregnant
- Mortality
- Released
- Vaccinated
- Ward-wise details

11. Payment

Payment shall be made **only for the actual number of eligible stray dogs successfully vaccinated** under the Contract and **duly verified, measured, and certified** by the authorized officer(s) of Municipal Corporation Bathinda. Mere submission of records by the Contractor shall not entitle the Contractor to payment unless the work has been verified and accepted by the Employer.

No payment shall be made for:

- Duplicate vaccination of the same stray dog during the same campaign.
- Vaccination records found to be false, fabricated, manipulated, or unverifiable.
- Dogs not actually vaccinated or not traceable during verification.
- Vaccination carried out outside the approved municipal limits or without authorization.
- Incomplete, defective, or non-compliant work.
- Vaccination undertaken in violation of the Contract or Government guidelines.
- The decision of Municipal Corporation Bathinda regarding the admissibility of payment shall be final and binding.
- Payment shall be made only for:

Successfully vaccinated stray dogs verified by Municipal Corporation. On Submission of following:

- ✓ Invoice
- ✓ Vaccination registers
- ✓ GPS reports
- ✓ Photographs
- ✓ Performance certificate



Applicable statutory deductions shall be made at source. GST shall be governed by prevailing Government provisions.

12. Inspection & Quality Control

Municipal Corporation may inspect at any stage:

- Vaccination activities
- Vaccine stock and cold chain
- Records and reports
- Vaccinated animals
- Any deficiencies shall be rectified immediately without additional cost.

13. Safety & Statutory Compliance

The contractor shall comply with:

- Prevention of Cruelty to Animals Act, 1960
- Animal Birth Control Rules, 2023 (as amended)
- Biomedical Waste Management Rules
- Labour Laws
- EPF & ESI provisions
- Motor Vehicles Act
- Occupational Safety requirements
- Any other applicable Central/State laws.

First-aid facilities and emergency post-bite kits shall be available with every field team.

14. Insurance

The contractor shall maintain valid:

- Public Liability Insurance
- Vehicle Third-Party Insurance
- Workmen Compensation Insurance
- Insurance for deployed manpower.

15. Penalties

The following penalties shall apply:

Default	Penalty
Use of expired vaccine	Immediate termination
Failure to maintain cold chain	₹10,000 per instance
Incorrect reporting	₹5,000 per instance
Vaccination of owned pet instead of stray dog	₹2,000 per case



Default	Penalty	
Failure to achieve daily target	Achievement of Monthly Target	Payment Admissible
	90% or above	100% of the Monthly Payment
	80% to 90%	90% of the Monthly Payment
	70% to 80%	70% of the Monthly Payment
	50% to 70%	50% of the Monthly Payment
	Below 50%	No payment shall be released for the month, and the Employer may impose additional penalties or take action as per the Contract, including termination for persistent non-performance.
Animal cruelty	Immediate termination with legal action	
Absence of Veterinary Doctor	₹5,000 per day	
Deployment of untrained manpower	₹2,000 per person per day	

16. Labour Laws

16.1 Agency should comply with

- EPF
- ESIC
- Minimum Wages
- Labour Laws

MCB should not be liable for labour disputes.

17. Microchip Specifications

1. The contractor shall implant **one ISO standard RFID microchip** in every dog undergoing vaccination.

2. The microchip shall comply with **ISO 11784/11785 (FDX-B)** standards and operate at **134.2 kHz** frequency.
3. Each microchip shall have a **unique, non-reprogrammable 15-digit identification number**.
4. The microchip shall be supplied in a **pre-loaded sterile disposable injector** and shall be individually packed.
5. The microchip shall be **biocompatible**, non-toxic, anti-migratory, and coated with bio-compatible material to minimize movement after implantation.
6. The microchip shall have a **minimum operational life of 25 years** and shall not require any internal power source (passive RFID).
7. Implantation shall be carried out by a **registered Veterinary Surgeon** during the vaccination procedure in accordance with standard veterinary practices.
8. The contractor shall ensure that the microchip is **fully readable immediately after implantation** using a compatible universal scanner.
9. Any defective or unreadable microchip shall be replaced by the contractor at no additional cost.
10. The contractor shall provide compatible **Universal RFID Handheld Readers (134.2 kHz)** to the Municipal Corporation for verification, if required by MCB.

18. Data Recording

The following information shall be digitally recorded against each microchip number:

- Unique Microchip Number
- Dog Photograph (Front & Side)
- Sex
- Estimated Age
- Colour & Breed Description
- Capture Location (GPS Coordinates)
- Ward Number
- Date of Capture
- Date of Sterilization / Date of Anti-Rabies Vaccination
- Ear Notch Status
- Veterinary Surgeon's Name
- Date of Release and Release Location (GPS Coordinates)
- Any Special Remarks (Pregnant, Lactating, Aggressive, Diseased, etc.)



19. Database Requirements

1. The contractor shall maintain a **digital database** of all microchipped dogs.
2. The database shall be searchable by:
 - Microchip Number
 - Ward
 - Location
 - Date
 - Dog Description
3. The database shall be shared with Municipal Corporation Bathinda on a **real-time basis** or at least **weekly** in Excel/CSV format.
4. Ownership of all data shall remain with the Municipal Corporation.

20. Warranty

1. The contractor shall guarantee **100% readability** of implanted microchips during the contract period.
2. If any microchip fails due to manufacturing defect or improper implantation, it shall be replaced free of cost.

21. Termination

The contract may be terminated:

- On expiry of contract period.
- By either party upon one month's notice.
- Immediately in case of:
 - ✓ Unsatisfactory performance.
 - ✓ Animal cruelty (**Report of more than 5 complaints with warning letter till 5 complaints**).
 - ✓ Use of expired vaccines.
 - ✓ Submission of false documents.
 - ✓ Failure to deploy manpower.
 - ✓ Breach of contract conditions.
 - ✓ Bankruptcy or insolvency.
 - ✓ Violation of statutory provisions.

The contractor shall continue services during the notice period unless otherwise directed.

22. Handover

Upon expiry, completion, or termination of the Contract for any reason, the Contractor shall, within **15 (fifteen) days**, hand over to Municipal Corporation Bathinda all records, registers, reports, documents, data, photographs, equipment (if provided by the Employer), and any other materials relating to the work in good order. The Contractor shall also peacefully

vacate and restore any Municipal premises, office space, kennel, or other facilities provided by the Employer to their original condition, subject to normal wear and tear. The Contractor shall remove all its personnel, equipment, and materials at its own cost and clear all outstanding liabilities.

23. Defect Liability

Any deficiency, defect, non-conformity, or shortcoming observed during inspections, monitoring, or verification by Municipal Corporation Bathinda or its authorized representatives shall be rectified by the Contractor promptly, and in any case within the time specified by the Employer, at no additional cost to Municipal Corporation Bathinda. Failure to rectify the deficiencies within the stipulated time shall constitute a breach of the Contract and may result in withholding of payments, imposition of penalties, recovery of rectification costs, or any other action, including termination of the Contract, as provided under the Contract.

24. Force Majeure

Neither Party shall be held liable for any delay or failure in performing its obligations under this Contract to the extent such delay or failure is caused by a Force Majeure event beyond its reasonable control, including but not limited to natural disasters, floods, earthquakes, fire, war, terrorism, riots, civil unrest, epidemics, pandemics, or Government-imposed restrictions or orders. The affected Party shall notify the other Party in writing within seven (7) days of the occurrence of such event, providing details of its nature, expected duration, and the measures being taken to mitigate its effects. The affected Party shall make all reasonable efforts to minimize the impact of the Force Majeure event and resume performance as soon as the event ceases. During the period of Force Majeure, only the affected obligations shall remain suspended. No Party shall be entitled to claim compensation, damages, loss of profit, or additional costs arising solely due to such event. Municipal Corporation Bathinda may grant a reasonable extension of time, if justified. If the Force Majeure event continues for more than 90 days, the Employer may terminate the Contract without any liability, except for payment of satisfactorily completed and duly verified work executed up to the date of termination.

25. Dispute Resolution

Disputes shall be resolved through:

- Representation before the Commissioner, Municipal Corporation Bathinda.
- Arbitration under the Arbitration and Conciliation Act, 1996.
- Courts at Bathinda, which alone shall have jurisdiction.



26. Special Conditions

- Humane handling of all animals is mandatory.
- No dog shall be subjected to unnecessary stress or injury.
- Vaccines shall be procured from approved manufacturers and batch records maintained.
- The contractor shall coordinate daily with the designated Municipal Corporation Officer.
- Municipal Corporation reserves the right to increase or decrease the quantity of work without changing the accepted unit rate.
- The term "Commissioner, Municipal Corporation Bathinda" shall include any acting or officiating Commissioner.

A handwritten signature in blue ink, appearing to be 'Shweta', with a horizontal line extending from the bottom right of the signature.

Financial Bid

S. No.	Modality/ Service Component Description	Cost per dog (in Rupees)	
		In figures	In Words
1	Anti-Rabies Vaccine (WHO-approved Cell Culture Vaccine), Disposable Syringe (2/3 ml) with Needle, Cotton, Spirit Swab & Disinfectant, Gloves etc., Veterinary Doctor Charges, Para Veterinary Assistant, Dog Catchers (4 Nos.), Vehicle incl. Driver, Fuel & Maintenance, Dog Catching Equipment, PPE, Cold Chain Maintenance (Amortized), Identification Marking, Documentation & GPS Reporting, Biomedical Waste Disposal, Administrative & Supervision, IEC activities, micro-chip installation Etc. 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