

Invitation for Expression of Interest for Empanelment of Agency for Operation and Maintenance of Cow Shelter in Sonapur Municipality

Sonapur Municipality invites "Expression of Interest" from registered voluntary organisations/ institutions interested to showcase their interest in operation and maintenance of Cattle Shelter House/ Goshala in Sonapur Municipality meant for providing shelter to old, destitute, stray cattle. The broad activities include but not limited to identification, transportation of stray cattle to the shelter, feeding, watering, milking, vaccination and health cover, and manure management etc. The interested registered voluntary organisations/ institutions may send their organizational profile along with the mechanism through which they wish to provide a feasible and sustainable solution along with the forms available in the this EOI document uploaded in <https://subarnapur.nic.in> website on or before 15th September, 2021 before 2:00 PM, on the following address:

Email address: sonapurm@hud.nic.in

Postal Address: Executive Officer, Sonapur Municipality, Sonapur, 767017, Odisha

The EOI document required to be submitted by the firms must include (i) Firms profile, (ii) Company registration certificate, (iii) GST certificate, (iv) Balance sheet (audited indicating average annual turnover in last 3 years), (v) declaration on non-judicial stamp paper to the effect that the firm is not debarred from participating in any assignment funded by Government of India or State Government or PSUs (vi) Other documents as mentioned in the EOI document.

The registered voluntary organisations/ institutions whose approach, mechanism, methodologies, work experience and financial capabilities looks good shall be shortlisted for a presentation based on which future empanelment process shall be initiated. Sonapur Municipality reserves the right to initiate or cancel the entire process without quoting any specific reasons at any stage.


Executive Officer
Sonapur Municipality

Memo No. 4819 / dt. 09.09.2021

Copy to the Dist. Informatics Officer, Subarnapur for favour of information and with a request to publish the above Expression of Interest in District WebSite.


Executive Officer
Sonapur Municipality

Section 2: Instructions to Bidder

1. BACKGROUND

Sonepur Municipality (hereinafter referred to as “the Authority”), is one of the oldest municipalities in Odisha. The ULB has a population of 20,777 as per the Census 2011.

Cattle Shelter Houses/ Goshalas are meant for providing shelter to old, destitute, stray cattle. Sonepur Municipality has one such cattle shelter house at Kolpada under Ward No. 10. The objective of this Expression of Interest is to provide opportunity to registered voluntary organisations/ institutions having interest in operation and maintenance of Cattle Shelter House/ Goshala on a non-profit basis.

Voluntary Organisation in this EOI shall mean:

- A society registered under the Societies Registration Act 1860 (Act XXI of 1860); or
- A charitable non-profit making company; or
- A public Trust registered under any law for the time being in force; or
- Any registered non-official organization engaged in the conduct and promotion of animal welfare.

2. EOI Processing Fees

Sonepur Municipality reserves the right to initiate or cancel the entire process without quoting any specific reasons at any stage. No fee is thus being called with the said EOI.

3. Documents to be submitted

The Expression of Interest is to be submitted in the manner prescribed below:

1. Applicant’s Expression of Interest as per Format
2. Organization Contact Details as per Format
3. Experience of the organization as per Format
4. Financial strength of the company as per Format
5. Declaration as per Format

4. Eligibility

1. Voluntary Organisation in this EOI shall mean:
 - A society registered under the Societies Registration Act 1860 (Act XXI of 1860); or
 - A charitable non-profit making company; or
 - A public Trust registered under any law for the time being in force; or
 - Any registered non-official organization engaged in the conduct and promotion of animal welfare.
2. The organisation should have at least three of experience of working in area related to Animal welfare activities.
3. It should not be run for profit to any individual or body of individuals.
4. It should have a properly constituted Managing Body with its powers, duties, and responsibilities clearly defined and laid down in a written constitution.
5. The voluntary Non-Government organisation should have audited report of expenditure of the last three years by a registered Chartered Accountant.
6. The agency should not be blacklisted by any Central Government/ State Government/ PSU/ Government Bodies

Necessary documents/ testimonials shall be attached by the applicant to verify the above criteria. Those who qualify/fulfil the above criteria shall be considered for technical evaluation.

5. EOI Evaluation

1. Screening of EOIs shall be carried out as per eligibility conditions mentioned in this document and based on verification of testimonials submitted.
2. The companies whose approach, technology, mechanism, methodologies, work experience and financial capabilities looks good shall be shortlisted for a presentation based on which future empanelment process shall be initiated.
3. The agencies will be required to make a presentation to a selection committee show-casing their proposals about their technology, approach and bringing sustainability to the project.
4. The marking of EOI Evaluation is as under:

Sl. No	Particulars	Allotted Marks
1.	Prior experience of operation and maintenance (O&M) of Cattle Shelter House/ Goshala of at least 150 cattle in a sustainable model in last 2 years	30 Marks
2.	Prior experience of working with urban local	20 Marks

	bodies/ development authorities/ municipalities	
3.	Approach and Methodology	30 Marks
4.	Financial capability	20 Marks

Agency which scores the maximum marks shall be selected.

5. Terms of Reference

The selected agency is required to execute an MoU (Draft Attached) with Sonapur Municipality and perform the following routine operations at Cattle Shelter House/ Goshala. All operations shall be done as per standard or guidelines of government.

1. Record Keeping: The agency shall keep record of cow and its progeny, newcomer cows, birth and death of cows provided to it at the Cattle Shelter House/ Goshala by Sonapur Municipality. The same shall be updated to Sonapur Municipality on a regular basis.
2. Feeding management: Cattle in Cattle Shelter House/ Goshala should be given fodder according to their body requirements. The cattle should be fed in suitably constructed structures.
3. Grooming of the cattle to be performed on a routine basis bathing, brushing and maintaining cleanliness.
4. Exercising of the cattle to be done to keep them in good condition. The cattle should be paraded on regular basis.
5. Regular weighing of the cattle to be done to get stock of their general condition, growth, well-being and health
6. Animal waste/manure should be completely and promptly removed from the sheds so that it does not cause any disease and cleanliness to be maintained.
7. Water supply management: Clean and fresh drinking water should be made available to all cows in the Cattle Shelter House/ Goshala round the clock.
8. All Cattle Shelter House/ Goshala operations must be planned with regard to the comfort of animals which should include care of calves, sick and old animals, pregnant cows and should receive personal attention of the manager.
9. The stay and environmental arrangements for the cattle shall be done as per standard and advisory of govt.
10. Any requirement that is required based on seasons/ climate is to be maintained by the agency so that proper care of the animals is done.
11. Proper lighting Cattle Shelter House/ Goshala should be done by the agency.

12. Planting of trees to be done in coordination with the horticulture department of Subarnapur.
13. Death of Cattle in the Cattle Shelter House/ Goshala should be immediately reported to Sonapur Municipality and Chief District Veterinary Officer, Subarnapur. Post-mortem should be conducted by the official authorized by CDVO, Subarnapur. Burial of the dead animals will be done as per standard or advisory of govt.
14. Surveillance and close observation of Cattle Shelter House/ Goshala to limit any malpractice should be done by employing security measures.
15. Required staffs to be provided by the agency for proper care of the cattle. They shall be employed on the payroll of the agency.
16. The medical and health care of the cattle shall be done as per the standard and advisory of the government.
17. Calf management shall be done as per the standard and advisory of the government.
18. The aim of the project is to make the operations self-sustainable by effective management of resources, generating revenue through various products and making the project financially viable. Hence the agency is to ensure the project is self-sustainable.
19. Land and existing infrastructure will be provided by Sonapur Municipality and will belong to it till the end of the project. The ownership of land shall remain with Sonapur Municipality or Government as the case may be. Agency shall maintain and run Cattle Shelter House/ Goshala as per orders of Sonapur Municipality/ Government.


09/09/2021
Executive Officer
Sonapur Municipality

Memorandum of Understanding (Draft)

The Memorandum of Understanding made on this.....day of.....(Month).....(Year) between Municipal Council, Sonepur through its Executive Officer (herein after called 'First party') which expression shall unless excluded by or repugnant to the context be deemed to include his successor in office and assigns of the one part

AND

(Name of registered voluntary Organisation/ institution) through its (authorized representative) (herein after called the Second party' which expression shall unless excluded by or repugnant to the context be deemed to include his successor in office and assigns) of the other parts.

WHEREAS, the First Party has developed a Cow Shelter in Mouza: Sonepur Unit No. 3 on plot no. 1037, 1038, 1039, 1040, 1041, 1042 of Holding No. 189 with total area of 2.354 Acre at Kolhapada, Sonepur of District Subarnapur of Odisha which has been made operational for keeping cows and its progeny (Cow, Calf, Heifer, Bull and Bullock) who are caught and are kept in Cow Shelter

Whereas, both the parties are agreed that the operation of the Cow Shelter Located at would be under taken by the Second Party and as such M.O.U. has to be prepared between the First Party and the Second Party

Whereas, Tahasildar, Sonepur who is the owner of the above plots has identified the above plots for the first party for construction of Kine House and the same place has been developed for keeping unsheltered/ uncared cows and its progeny therein and providing them timely Food, water, proper Shelter and safety. The Animal Husbandry services will be supported by the nearby Government Veterinary Hospital under supervision of Chief District Veterinary Officer.

And whereas, the Second Party is desirous to manage the said Cow Shelter on the terms and conditions herein after contained in this memorandum of Understanding.

Now this deed of Memorandum of Understanding witness as follows:

1. That the term of MOU shall commence w.e.f. (*date*) and shall subject to the terms remain in force for a period of 01 year i.e., up to (*date*), The First Party can increase the period if it is satisfied with the operation of Cow Shelter by the Second Party.
2. That the Second Party will keep the details of Cow and its progeny, newcomer cows, birth and death of cows provided to the Second Party at above said place by the First Party.

3. That the Second Party will not fix any limit of the animals sent/deployed by the First Party.
4. That the Second Party shall not sell/ relocate any cow and its progeny which are at above said place.
5. That the First Party can direct the Second Party to handover a cattle to its rightful owner if the owner of the cattle deposits necessary fines/ user fees with the First Party. Second Party shall not have any objection.
6. That the First Party can distribute/ auction the unclaimed cows housed at the Cow Shelter House/ Goshala to eligible and needy farmers/ beneficiaries of the district. The Second Party shall not have any objection.
7. That the Second Party will allow the officers of the Government or as reputed/ nominated/authorized officer to inspect the Cow Shelter and if any short coming is found, the same shall be rectified immediately by the Second Party.
8. That the First Party shall provide very primitive requirement as required to establishment of Cow Shelter. The Second party will not ask to establish any permanent office accommodation etc.
9. That there are several shades for keeping the cow and its progeny at..... but if it is found that the same are in-adequate new temporary shades shall be built by the First Party.
10. That the area remaining after construction of cowshed and other infrastructure shall be used by the Second Party for growing green fodder for the animals, but without having any ownership. The green fodder grown would only be utilized for the feeding of the cows kept in the cow shelter. The Second Party will not sell any fodder to the any outsider.
11. That the health check up of the cows shall be done by the Veterinary Doctors and Para-veterinary staff deployed by the Chief District Veterinary Officer and the Second Party shall procure the prescribed medicines/kits not available under Government Supply. An office staff shall be appointed by Second Party to supervise day to day activities. Second Party will also keep First Aid medicine form own source for prompt relief.

12. That if the work of the Second Party is not found satisfactory then the First Party shall have a right to cancel the Memorandum of Understanding by giving one month's notice and the work would be given to any other competent person or Society/Institution. The Second Party will have no legal right to claim any damages from the First Party.
13. That if it is found that the Second Party is misutilizing the infrastructure machines, equipments etc. provided by the First Party, the Second Party will be solely responsible for the losses.
14. That the Second Party will undertake minor maintenance, repairing, regular white washing, painting of the Cow Shelter.
15. That the Second Party shall ensure that all the prophylactic Vaccinations against contagious disease of livestock are given at appropriate time and proper records are kept.
16. That the Second Party shall accept all the Cows and its progeny sent by the First Party subject to the capacity of the Cow Shelter.
17. All sales proceeds from the disposal of Cow's Milk, dung and urine will be utilized in animal welfare activities.
18. All expenses towards stamp duty etc. on this M.O.U. Deed shall be borne by the Second Party.
19. Any dispute and difference arising out of or in any way touching or concerning this M.O.U. shall be final by District Magistrate & Collector, Subarnapur. The award of the District Magistrate & Collector, Subarnapur shall be final and binding on both the parties.

In witness where of the parties have signed this M.O.U. on the day and the year first above mentioned.

First Party

Second Party

Name

Name

Post

Post

Contact#

Contact#

e-mail-

e-mail-

Witness:

Witness:

1.

1.

2.

2.