

REQUEST FOR PROPOSAL (RFP)

For Conducting a Dog Census in Shimla

Municipal Corporation Shimla

Date of Issuance: 31.01.2025

Introduction

The Municipal Corporation Shimla (MC Shimla) invites proposals from qualified agencies/organizations to conduct a comprehensive dog census within the jurisdiction of Shimla. The census aims to gather accurate data on the population, distribution, and health status of stray and pet dogs, forming the foundation for effective policy formulation and program implementation for animal welfare and public safety.

Objectives

- i. Determine the total population of dogs (stray and pet) in Shimla.
- ii. Assess the gender ratio, age distribution, and reproductive status of the dog population.
- iii. Map the geographical distribution of dogs within Shimla's municipal limits.
- iv. Collect data on the health status, vaccination status, and sterilization levels of dogs.

Scope of Work

The selected agency will:

- i. Develop a Census Plan:
- ii. Identify suitable methodologies for data collection (e.g., surveys, GIS mapping).
- iii. Prepare a timeline and resource plan for fieldwork.
- iv. Conduct Field Surveys:
- v. Deploy trained personnel for data collection.
- vi. Use digital tools or applications for accurate recording.

Data Compilation and Analysis:

- i. Analyze the collected data to produce meaningful insights.
- ii. Prepare a detailed report with recommendations.

Community Engagement:

- i. Engage with residents, RWAs, and local stakeholders for data on pet dogs.
- ii. Raise awareness about the census and its benefits.

Eligibility Criteria

- i. The agency must have prior experience in conducting animal censuses or similar field surveys.
- ii. Proven expertise in data collection, GIS mapping, and data analysis.
- iii. Availability of skilled personnel, including veterinarians and field surveyors.
- iv. Registration under relevant statutory authorities and compliance with local laws.

Deliverables

- i. Detailed methodology and work plan.
- ii. Interim progress reports during fieldwork.
- iii. Final report including:
- iv. Total dog population (stray and pet).
- v. Distribution maps and demographic data.
- vi. Health and sterilization status.
- vii. Recommendations for dog population management and welfare initiatives.

Timeline

- i. RFP Submission Deadline: 15.02.2025
- ii. Award of Contract: 28.02.2025
- iii. Completion of Census: 30.05.2025

Budget

- i. The proposal should include a detailed budget covering:
- ii. Personnel costs.
- iii. Tools and equipment for data collection.
- iv. Transportation and logistical expenses.
- v. Miscellaneous costs.

Proposal Submission Guidelines

Interested agencies must submit their proposals, including:

- i. Technical Proposal: Approach, methodology, and timeline.
- ii. Financial Proposal: Detailed budget with cost breakdown.
- iii. Credentials: Proof of prior experience and team qualifications.

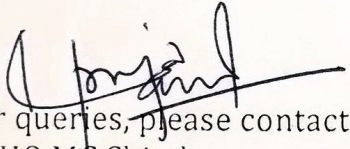
Proposals should be submitted by [Insert Submission Deadline] to:
The Municipal Commissioner
Municipal Corporation Shimla

- iii. Credentials: Proof of prior experience and team qualifications.

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Evaluation Criteria

- i. Proposals will be evaluated based on:
 - ii. Relevance and feasibility of the proposed methodology (40%).
 - iii. Experience and expertise of the agency (30%).
 - iv. Financial feasibility and cost-effectiveness (20%).
 - v. Engagement plan with local communities (10%).
- vi. Terms and Conditions
 - i. The selected agency must comply with the guidelines set forth by MC Shimla.
 - ii. All data and reports will be the property of MC Shimla.
 - iii. MC Shimla reserves the right to accept or reject any proposal without providing reasons.


For queries, please contact:
VPHO MC Shimla

Issued by:
Municipal Corporation
Shimla