



**TOWN OF STRATFORD
PURCHASING DEPARTMENT
STRATFORD, CONNECTICUT**

BID No. 2014-020

Issued : March 13, 2014

Subject : Veterinary Services

The Town of Stratford through the Office of the Purchasing Agent, will receive SEALED BIDS for furnishing the equipment described in the accompanying specifications, in accordance with the instructions, conditions and reservations that follow:

A. CLOSING DATE:

Bids will be received until 3:00 pm March 31, 2014, at which time they will be publicly opened and read. All bidders are invited to attend this public opening, which will be held immediately following the closing time specified above, in the Office of the Purchasing Agent, Room 202, Town Hall, 2725 Main Street, Stratford, CT 06615.

Any bid may be withdrawn prior to the above-scheduled time for receiving bids or authorized postponement thereof. Any bids received after the date and time specified shall NOT be considered. No bidder may withdraw a bid within 45 days after the actual opening thereof.

B. INSTRUCTIONS:

Bid proposals are to be submitted (**FOUR COPIES**) in a sealed envelope and clearly marked with the bid number and description on the outside of the envelope, including all outer packaging (DHL, FedEx, UPS, etc).

Bids must be delivered to:

Purchasing Department
Stratford Town Hall – Rm 202
2725 Main Street
Stratford, CT 06615

C. CONDITIONS:

Bid Surety:

A bid surety is not required.

Payment: Final payment will be made upon the acceptance of the completed work by an authorized representative of the Town of Stratford. NO partial payments will be made. Invoices covering the work specified herein should be forwarded to the Purchasing Department upon completion of the project.

Taxes: The Town of Stratford is exempt from all State and Federal taxes. Do not include these amounts in your quotation.

Addendums: All addendums will be posted on the town website, www.townofstratford.com. It is the responsibility of the bidder to check the website for any addendums before submitting their bid.

F.O.B. Destination: All prices quoted must be net delivered to destination.

Conflict of Interest: No public official or employee shall, while serving as such, have any financial interest or engage in any business, employment, transaction or professional activity or incur any obligation of any nature which is in substantial conflict with the proper discharge of his/her duties or employment in the public interest.

D. RESERVATIONS:

The Town of Stratford may consider informal any bid not prepared and submitted to the Town in accordance with the provisions herein stated. The Town of Stratford reserves the right to reject any or all bids or parts of bids; to waive defects in same bids; or to accept any bid or part thereof deemed to be in the best interests of the Town of Stratford.

The Town is looking for a Veterinary Service that can provide the best price and conform to all the requirements below.

Requirements for Veterinarian

Y N Confirm your compliance with each requirement with a Y or N and return with bid.

- Must be able to provide overnight boarding for medical care without boarding or hospitalization fee
- Must be able to provide invoice at time of service for later payment
- Must be within town limits or within a 5 mile or 10 minute driving distance from the Animal Control Facility
- Must be able to provide care Monday – Saturday
- Must be able to drop off animals without an appointment and leave them there for evaluation without an ACO having a wait time
- Must be able to provide immediate care for emergency cases
- Must have onsite grooming for dogs and cats
- Must euthanize upon ACO instruction
- Must not perform procedures without ACO authorization
- Must be able to fill out a veterinarian exam sheet, provided by the ACO, for each animal
- Must be able to produce written reports and give sworn statements regarding examinations and treatment of animals in a timely manner
- Must be available for depositions and to testify in court for Animal Control Cases
- Must have capability of documenting exams with photographs of possible neglect/cruelty case animals
- Must keep veterinary notes, letters and invoices on file and accessible to ACO's within 48 hours upon request
- Must keep all information pertaining to Animal Control confidential
- Must be available to provide onsite services in the event of large scale emergencies/cruelty investigations
- Must accept State of Connecticut Animal Population Control Program Vouchers
- Must allow drop-off for spay/neuter the day before or between 9-11am the day of procedure

Looking for lowest price per service plus a percentage discount off total. Supply prices on separate sheet.

Services Needed

- Bartonella Test
- Bath
- Ear Cleaning
- Euthanasia
- Exams
- Fecal Tests
- FeLV/FIV Test
- Flea/Tick/Parasite Treatment
- Fluids including catheterization
- Grooming
- Medications
- Nail Trims
- Parvo Treatment
- SNAP® 4Dx® Plus Test
- Spay/Neuter
- Vaccines
- Xrays

TOWN OF STRATFORD
BID SHEET
BID # 2014-020

DESCRIPTION : Veterinary Services

**Attach a copy of prices for services requested in the bid.
Attach requirements page to show compliance.**

Bidder shall note in writing any deviations from the bid requirements. Failure to do so may be just cause for rejection of vendor's bid as being nonresponsive.

Bidder's Name : _____

Address : _____

Phone : _____ Date : _____

Authorized Signature : _____

Print Name: _____

Title : _____

References (at least three, including contact name and phone) :

The Town will award the bid to the lowest responsible bidder. Price will not be the only determining factor. The ability to conform with the requirements of the bid will also be factored in the bid award.