



**OFFICE OF THE PROJECT MANAGER**  
**THE ODISHA STATE POLICE HOUSING AND WELFARE CORPORATION LTD.**  
**BHUBANESWAR DIVISION**

**Address:**

**At/ OPH&WC HEAD OFFICE COMPLEX,  
BHOI NAGAR, BHUBANESWAR-22**

**Ph: (0674) 2543442, 2543242**

**e-mail: [jmbbsr.ophwc.od@nic.in](mailto:jmbbsr.ophwc.od@nic.in) & [jmbbsr@rediffmail.com](mailto:jmbbsr@rediffmail.com)**

**PRE-QUALIFICATION DOCUMENTS**

**DIVISION: BHUBANESWAR**

**DIST: PURI, KHURDA & NAYAGARH**

**YEAR: 2022-23**



**OFFICE OF THE PROJECT MANAGER  
THE ODISHA STATE POLICE HOUSING AND WELFARE CORPORATION LTD.  
BHUBANESWAR DIVISION**

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**APPLICATION FORM FOR PRE-QUALIFICATION**



1. Name of the Contractors/Firm :
2. Cost of application Form : ₹2,950/- (Rupees Two Thousand Nine Hundred & Fifty only) (Non refundable) (Including GST@ 18%)
3. Money Receipt No. & Date :

N.B.: - The contractors / firms have to sign on each page of the application form.

Sold to Sri/Smt./M/s :-

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**[Project Manager, Engg(Civil)]**



**OFFICE OF THE PROJECT MANAGER  
THE ODISHA STATE POLICE HOUSING AND WELFARE CORPORATION LTD.  
(A Govt. of Odisha Undertaking)  
BHUBANESWAR DIVISION**

**At:-OPH&WC HEAD OFFICE COMPLEX, BHOI NAGAR, BHUBANESWAR-22  
Ph: (0674) 2543442, 2543242 e-mail: [jmbbsr.ophwc.od@nic.in](mailto:jmbbsr.ophwc.od@nic.in) & [jmbbsr@rediffmail.com](mailto:jmbbsr@rediffmail.com)**

**PRE-QUALIFICATION NOTICE**

(For Enlistment of different class of Contractors for execution of works).

The Odisha State Police Housing & Welfare Corporation Ltd. (OSPH&WC), Bhubaneswar Division invites application for enlistment of contractors for execution of Civil, PH, & Internal Electrification works of various building projects under Bhubaneswar Division. All applications will be evaluated as per terms and conditions laid down in the pre-qualification documents for enlistment. **Those are eligible who owns a valid contractor license & GST.** After successful evaluation of the pre-qualification documents, selected firms will be enlisted in Bhubaneswar Division, OSPH&WC's.

The pre-qualification documents can be obtained from the office of the undersigned during office hours on payment of ₹2950/- (Rupees two thousand Nine hundred and Fifty only inclusive of GST (Non refundable) in Cash or Demand draft or pay order drawn in favour of **"The Odisha State Police Housing & Welfare Corporation Ltd-Bhubaneswar Division"** drawn on any Nationalized Bank payable at Bhubaneswar. The above documents can also be obtained through Speed Post by sending a self-addressed envelope of size 35cmX25cm with stamped ₹75.00 (Rupees Seventy) only. The pre-qualification documents will also available from the website [www.ophwc.nic.in](http://www.ophwc.nic.in) and the same can be downloaded. However, in case of downloaded pre-qualification documents, the cost of ₹2950/- (Rupees two thousand Nine hundred and Fifty only inclusive of GST (Non refundable) described as above in the shape of Demand draft or Pay order shall be enclosed along with pre-qualification documents, failing which pre-qualification documents shall be summarily rejected.

Application for pre-qualification shall be submitted in sealed cover super-scribing **"Application for enlistment of Contractors in OSPH&WC, Bhubaneswar Division"** addressed to the Project Manager, Bhubaneswar Division, OSPH&WC Complex, Bhoi Nagar, Bhubaneswar, Pin- 751022.

The pre-qualification document not submitted in prescribed format or otherwise than in the manner prescribed in the document shall be rejected.

**Last date for issue of pre-qualification document up to : 05.00 PM , Dt-31.05.2022**

**Last date for receipt up to : 02.00 PM , Dt-01.06.2022**

**Date of opening at : 04.00 PM, Dt-01.06.2022**

-Sd/-

**Project Manager, Engg.(Civil),  
OPHWC, Bhubaneswar Division**

## **TERMS & CONDITIONS**

The work will be awarded to the different classes of Contractor as in the financial limit as fixed up by Works Department vide Office Memorandum No.-10627/W, dt.-09.09.2014 & 12905/W/dt-23.08.2018. The Contractor/Firm should have valid registration from State PWD and should own a valid GST Certificate. The Contractors / Firms shall submit the following documents along with their Pre-Qualification Document.

1. PAN and valid ITCC from income tax department for all ranges.
2. Valid GST Certificate.
3. Credential / Past experience of the firms.
4. Valid Contractor License.
5. Previous work experience Certificates.

### **VALIDITY OF ENLISTMENT: -**

The enlistment is valid for a period of One year from the date of issue of the letter of initial registration.

### **GENERAL**

- a) The pre-qualification does not guarantee for award of any work as such.
- b) The enlisted Contractors will be eligible for participate the tender for a particular work within the jurisdiction of Bhubaneswar Division, OSPHWC. However, the enlisted Contractors have to purchase tender documents, quote their rates and compete with the other enlisted participants in the usual manner after purchasing tender document. A notice / intimation regarding a particular works will be given to the Contractors in respective category of the firm through either display in Notice Board or through E-mail.
- c) In case of emergency, for doing any work, pre-qualified Contractors of the nearby area can be contacted and work orders can be given to execute the work without taking recourse to the usual procedure of contacting all Contractors in the list.
- d) The Corporation reserves the right to reject or cancel any or all pre-qualification documents without assigning any reason thereof.
- e) All the information as called for in the document shall be submitted truly, clearly, legible, transparently, unambiguously and without use of abbreviation.

- f) The Registered Contractor / Firm having his own Centering Materials, Tools & Plants will be give preference to execute the project.
- g) Each page of this document should be signed by the Contractor / Firm with seal in token of having read, understood and accepted the terms and condition of this Pre-Qualification Document.
- h) The Contractor/Firm may be allowed to use the additional sheet of paper, where the space provided, in the formats in this document for submission of information, is not sufficient.
- i) The Pre-Qualification document can be sent by post or courier as well. However, authorities shall not be held responsible for postal or any other delay in receipt of the document.
- j) If the last date for receipt of the pre-qualification document turns out to be a holiday, it will automatically be extended to next working day.
- k) All the disputes shall be subject to jurisdiction on Civil Courts situated at Bhubaneswar.

**Project Manager, Engg(Civil)**



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### BHUBANESWAR DIVISION

#### General Bid Form

Please attach separate sheets wherever space is not found sufficient. Put NA wherever the same is Not Applicable. Strike out those which are not applicable.

- 1) Name of the Contractor / Firm :
- 2) a) Postal Address :  
b) Telephone No. :  
c) Fax No. :  
d) Email ID :  
e) Website Address :
- 3) Year of incorporation of the organization & date of start of business :
- 4) Audited financial reports of last two years are to be submitted along with the application :  
Turnover in the last two years. :
- 5) PAN & Certified copy of I.T. clearance certificate to be enclosed : Yes/No
- 6) GST Registration Certificate No. :  
(Copy to be enclosed)
- 7) Contractors registration No. :  
Authority of issue and valid till :  
(Copy to be enclosed)
- 8) Partnership deed, if any :  
(Copy to be enclosed)

#### EXPERIENCE AND PAST PERFORMANCE

- 9) Details of projects executed in last three years :
  - i) Name and address of client :
  - ii) Name and location of work :
  - iii) Nature of work :
  - iv) Value of work :
  - v) Total volume of work :
  - vi) Scheduled completion time of work :
  - vii) Actual completion time of work :

10 Has the firm ever been blacklisted ? by any Govt. :  
organization / PSU / other organization or other  
contract terminated

Any other information :

I/We hereby declare that the entries made in the application form are true to the best of my/our  
knowledge.

**Place:**

**Date:**

**Signature.**

**Name.**

**Designation.**

**Details of Plants and Machinery including Material, Handling Equipment's and Test Equipment's**

**Name of the Contractor:-**

<b>Sl.No.</b>	<b>Item</b>	<b>Make</b>	<b>Size / Capacity</b>	<b>Qty.</b>	<b>Remarks</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>

**Signature with date  
Name & Designation**



### Details of previous Work Experience

**Name & Address of the Contractor: -**

Sl.No.	Name of Work	Agg. No/Date	Agg/Work order Amount	Scheduled date of Completion	Duration	Actual date of Completion
1	2	3	4	5	6	7

**Signature with date  
Name & Designation**