



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

**At:- Kalidaspur, P.O.- Haripur, Dist- Balasore, PIN-756003
Ph: (06782) 296558, e-mail: ophwc_blsdivsn@rediffmail.com**

PRE-QUALIFICATION NOTICE

Letter No- 2964 /PM/OPHWC/BLS

Date - 09.12.2025

(For Enlistment of different class of Contractors for execution of works through K2 Agreement)

The Odisha State Police Housing & Welfare Corporation Ltd. (OSPH&WC), Balasore Division invites application for enlistment of Contractors for execution of Civil, PH, & Internal Electrification work & Interior furnishers work of various projects throughout Balasore Division (Balasore, Bhadrak, Mayurbhanj & Keonjhar). These applications will be received & evaluated by OSPHWC as per terms & conditions laid down in the Pre-qualification Documents for enlistment. After successful evaluation of pre-qualification documents, the firms will be registered in OSPHWC's Contractors list for a period of 1 (One) year from date of issue of enlistment letter.

The pre-qualification documents can be obtained from the office of the undersigned during office hours and also available at the office website www.ophwc.com on payment of Rs. 2950/- (Rupees Two Thousand Nine Hundred Fifty) only inclusive of 18% GST (Rs.2500.00+ Rs.450.00) (Non refundable) in shape of NEFT/RTGS through IDBI bank (A/C No-0042104000537612 IFSC-IBKL0000042) payable at Bhubaneswar in favour of "The Odisha State Police Housing & Welfare Corporation Ltd."

Application for pre-qualification shall be deposited at this office along with a successful transaction slip, failing which, pre-qualification documents shall be summarily rejected. Application for pre-qualification shall be submitted in a sealed cover super-scribing "Application for pre-qualification of Contractors in OSPHWC" and to be sent to the Project Manager, OSPHWC, Balasore Division, At:- Kalidaspur, P.O.- Haripur, Dist- Balasore, PIN-756003 by speed/Registered post. Authority will not be held responsible for any postal delay.

The pre-qualification document not submitted in prescribed format or other than in the manner prescribed in the document shall be rejected. Authority reserves the right to reject the bid fully or partly without assigning any reason thereof.

Date of Issue of pre-qualification document	: 10.00 AM, Dt- 12.12.2025
Last date for issue of pre-qualification document up to:	05.00 PM, Dt- 22.12.2025
Last date for receipt up to	: 02.00 PM, Dt- 23.12.2025
Date of opening at	: 04.00 PM, Dt- 23.12.2025

Sd/-
Project Manager
OPHWC, Balasore Division



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BALASORE DIVISION, BALASORE.

APPLICATION FORM FOR PRE-QUALIFICATION

1. Name of the Contractor/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 contractor / Firm has to sign on each page of the application form.

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

Project Manager
Balasore Division

Signature of Contractor

BASIC 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. The Contractor/Firm should have valid registration from State PWD. The contractors having previous work experience minimum two years in similar nature of work will be eligible to apply for enlistment. 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. GST registration and valid GST clearance certificate for all ranges.
3. Credential / Past experience of the firms.
4. Valid Contractor License.
5. Joint Venture of Electrical Work. (Agreement Copy to be enclosed)

VALIDITY OF ENLISTMENT:-

The enlistment is valid for a period up to **One Year** from the date of finalization of enlistment.

GENERAL

- a) The pre-qualification does not guarantee for award of any work as such. The enlisted Contractors will be eligible for participate the tender for a particular work within the jurisdiction of Balasore Division, OSPH & WC Ltd. (Comprising of Bhadrak, Balasore, Mayurbhanj and Keonjhar District). However, the enlisted Contractors have to purchase tender documents, quote their rates and compete with the other enlisted participant 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.
- b) 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.
- c) The Corporation reserves the right to reject or cancel any or all pre-qualification documents without assigning any reason thereof.
- d) All the information as called for in the document shall be submitted truly, clearly, legible, transparently, unambiguously and without use of abbreviation.
- e) The Registered Contractor / Firm having his own Tools & Plants will be given preference to execute the project.
- f) 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.

Signature of Contractor

- g) 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, if not sufficient.
- h) 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.
- i) 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.
- j) All the disputes shall be subject to jurisdiction on Civil Courts situated at Balasore.
- k) Division is not bound to provide work after enlistment.

**Project Manager
Balasore Division**

Signature of Contractor



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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) Email ID :
d) Website Address :
e) Fax No. :
- 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 : Yes/No
certificate to be enclosed
- 6) GST Registration No. :
GST clearance certificate valid till
(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 (Copy to be enclosed)
 - i) Name and address of client :
 - ii) Name and location of work :
 - iii) Nature of work :

Signature of Contractor

- 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 of Contractor

Name.

Designation.

Details of Plants and Machinery including Material, Handling Equipment and Test Equipments.

Name of the Contractor/Firm:

Sl.No.	Item	Make	Size / Capacity	Quantity	Remarks
1	2	3	4	5	6

**Signature of Contractor with date
Name & Designation**