

TENDER CALL NOTICE NO.
01/PM/ELECT/OPHWC/2026-27

BID DOCUMENT
FOR

UPGRADATION OF EXISTING CONFERENCE HALL TO VIDEO CONFERENCING HALL IN THE OFFICE OF THE RTO, BHUBANESWAR-I IN THE DISTRICT OF KHURDA



PROJECT MANAGER
[ELECTRICAL DIVISION]

**The Odisha State Police Housing & Welfare Corporation Ltd., Janpath,
Bhoi Nagar, Bhubaneswar - 22.**



THE ODISHA STATE POLICE HOUSING & WELFARE CORPORATION LTD.
JANAPATH, BHOINAGAR, BHUBANESWAR – 22.

[Electrical Division]

Ph: 0674-2541545, 2542921, Fax: 0674-2541543

E-mail: pmelectricalophwc2025@gmail.com, Website: www.ophwc.com

TENDER CALL NOTICE

BID REFERENCE NO: -01/PM/ELECT/OPHWC/2026-27

<u>INVITATION FOR BIDS (IFB)</u>			
1	The P.M, Electrical Division, The Odisha State Police Housing & Welfare Corporation Ltd., Bhubaneswar on behalf of the User Agency as mentioned in the Column - 8 of the below table invites Percentage rate bids in single cover system for following work as detailed below: -		
2	Nature of work	:	Upgradation of existing Conference Hall to Video Conferencing Hall.
3	No. of Work	:	01 No.
4	Value of Tender	:	Rs.7,51,589.00
5	EMD & Bid Cost	:	(As per column 4 & 5 of the IFB)
6	Eligibility Criteria	:	Contractors/Firms enlistment under OPHWC for execution of CCTV & CCTV related works, Networking works, Installation of Public Address System & Audio-Video System. (Working range - As mentioned in the Column No -7 of the IFB)
7	Availability of Bid Documents in the Website www.ophwc.com	:	Dt.04.04.2026 to Dt.09.04.2026 up to 5:00 P.M
8	Last date /time of Receipt of Bids	:	Dt.10.04.2026 up to 12:30 P.M
9	Date of Opening of Bid	:	Dt.10.04.2026 at 1:00 P.M
10	Further details can be seen from the website: www.ophwc.com Any addendum/corrigendum/cancellation of tender can also be seen in the said website.		
Sd/- Project Manager.			

BID DOCUMENTS

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[Electrical Division]

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BID REFERENCE NO: - 01/PM/ELECT/OPHWC/2026-27

INVITATION FOR BIDS (IFB)

1. The P.M, Electrical Division, The Odisha State Police Housing & Welfare Corporation L t d . , Bhubaneswar on behalf of the User Agency as mentioned in the Column - 8 of the below table invites Percentage Rate bids in single cover system for work as detailed in the table from the Contractors/Firms enlistment under OPHWC for execution of CCTV & CCTV related works, Networking works, Installation of Public Address System & Audio-Video System. Every bidder is expected to inspect the site of proposed work before quoting their rate.

2. The bidders may submit bids for the following work.

Sl. No.	Name of the work	Approximate Estimated Cost (Rs.)	EMD/Bid Security (Rs.)	Cost of Bid Document Inclusive of 18% towards GST (Rs.)	Period of completion	Working Range	Name of the User Agency
1	2	3	4	5	6	7	8
Single Cover (NOTICE NO: - 01/PM/ELECT/OPHWC/2026-27)							
1	UPGRADATION OF EXISTING CONFERENCE HALL TO VIDEO CONFERENCING HALL IN THE OFFICE OF THE RTO, BHUBANESWAR-I IN THE DISTRICT OF KHURDA.	7,51,589.00	7516.00	4720.00	30 days	Up to 20 lakhs & Above	The State Transport Authority, Odisha, Cuttack.

N.B.- Since provision of VAT, Entry Tax and other taxes have been replaced by GST w.e.f 01/07/2017, the quoted rate should be inclusive of all but excluding GST.

Requirements under Goods & Service Tax Act.

The supplier of goods or service or both shall submit the tax invoice for release of payment and the tax invoice should include all the particulars and contents as required under section-31 of the CGST/SGST/IGST/UTST Act, 2017 read with rules

made there under, including the followings:

- a. Correct Name, Address & GST No. of both the Supplier and recipient.
- b. "Tax Invoice" should be clearly mentioned on the invoice copy.
- c. GST should be clearly mentioned separately.
- d. Correct classification of supply of goods, services or both should be made.
- e. Nature of supply whether it is interstate or intra state should be mentioned.
- f. Place of supply should be mentioned.
- g. Prevailing rate of tax should be clearly mentioned.
- h. Levy of Tax whether as forward charge or reverse charge should be mentioned.
- i. The supplier shall submit an original copy of Tax Invoice to the Corporation (OSPH&WC).
 - A. The supplier shall declare that the tax so collected from the Corporation will be duly discharged either by using input tax credit or paid as per provisions under GST Act.
 - B. The supplier shall declare that the supply date as mentioned in the invoice will be disclosed correctly in the relevant monthly return (such as GSTR-1, GSTR-2, GSTR-3, GSTR-3B and other relevant forms).
 - C. The supplier shall also agree that he will compensate for input tax credit if not allowed to Corporation due to non-disclosure or improper disclosure in the aforesaid returns as required under GST Act.
 - D. If the supplier is unregistered under GST Act., in that case the supplier should submit an undertaking that his turnover is within the threshold limit.
 - E. Anti-profiteering clause.: The supplier should declare that the benefit on account of change of rate of GST and input tax credit will be passed on to Corporation by way of reducing the contact prices and there shall not be any double taxation.
 - F. As and when GST Law requires deduction of withholding tax i.e., TDS under section 51 of GST Law, Corporation shall deduct such tax as per prevailed provisions.
 - G. Supplier of goods shall issue way bill as and when required as per provisions of GST law for supply of goods.

3. The tender document will be available from the web site **www.ophwc.com** and the same may be downloaded to be used for tender offer. The tender paper cost as mentioned in the Column - 5 of the above table [Non-refundable] for each project shall be deposited directly through NEFT/RTGS only in the designated account as mentioned below and submit the proof of deposit along with the tender documents, failing which the tender shall be rejected. The details of designated bank account for tender paper cost are follows: -

Name of the Bank A/C – OSPH&WC LTD-K2 TENDER

Bank A/C No – 0042104000537612

Name of Bank & Branch – IDBI Bank Ltd., Janpath, BBSR

IFS Code – IBKL0000042

4. The tenders/bids can be sent by post or courier or dropped in the tender Box at the office of the undersigned as well. However, authorities shall not be responsible for postal and other delays in receipt of bids.

5. Bid documents consisting of specifications, the schedule of quantities and the set of terms and conditions of contract and other necessary documents can be seen in the website: www.ophwc.com

6. The authority will not be held responsible for any technical snag or network failure during downloading the tender documents.

7. The bidders are requested to submit the proof of deposit tender paper cost, copies of the Income tax return copy, PAN card, GST Registration certificate, EPF Registration certificate, ESI Registration certificate and proof of executing same nature of work with copy of work order and completion certificates in support of credential should be enclosed with the tender otherwise the bid shall be rejected. The proof submitted earlier in some other contest shall not be treated as valid and sufficient. **Bidders must submit a valid, bid-specific Manufacturer Authorization Certificate (MAF) for Interactive Panels addressed specifically to OPHWC, as required by the tender document otherwise the bid shall be rejected. General or generic authorizations are invalid. Only authorized bidders will have their price bids opened, with bid-specific, OEM-signed, and stamped MAF required for eligibility.**

8. The Bidders/Contractors having any type of adverse remarks from Govt./PSU regarding past work experience shall not eligible for apply of tender. This will be the part of the affidavit to be furnished otherwise the bid shall be rejected.

9. To participate in the tender the bidder must furnish the copy of GSTR-1 of preceding months of tender date otherwise the bid shall be rejected.

10. An affidavit is to be furnished by the bidder at the time of submitting bid document that he is not blacklisted / defaulter contractor or Firm etc. in support of the tender otherwise the bid shall be rejected. The authority reserves the right to reject any or all the bids without assigning any reason thereof and can impose any conditions as

deemed proper before finalisation of tender.

11. The bidding document should be superscribed “Name of the work with Sl. No. as per IFB & Tender No.”

12. Bids submitted otherwise than in the manner prescribed in the tender document shall be rejected.

13. **EMD** - The tender document shall be accompanied with EMD as mentioned in the Column- 4 of the above table in shape of TDR/FDR pledged in favour of “The Project Manager, Electrical Division, The Odisha State Police Housing & Welfare Corporation Ltd, Bhubaneswar” failing which the tender shall be rejected. The EMD of the successful tenderer will be refunded after successful completion of the comprehensive warranty period of 24 months (But for Interactive Panel 36 months) and will not carry any interest. The EMD of the unsuccessful tenderer will be refunded after completion of the tender process.

14.

GOVERNMENT OF ODISHA
WORKS DEPARTMENT OFFICE MEMORANDUM

No.07764600022025 _____ 173 _____/W., Bhubaneswar, Dt.03.01.2026

Sub: - Amendment of Codal & Contractual Provisions.

After careful observation, Government has been pleased to abolish the extant provisions of threshold negative bid caps (14.99%) introduced in Appendix-IX, Clause 36 of OPWD Code Volume-II in the procurement of works undertaken by the Govt of Odisha and its agencies to Ensure the procurement process results in a viable and successful manner.

GOVERNMENT OF ODISHA
WORKS DEPARTMENT OFFICE MEMORANDUM

No.07764600022025 _____ 632 _____/W., Bhubaneswar, Dt.09.01.2026

Sub- Clarification on works Department Office Memorandum No.173 dt. 03.01.2026 regarding Amendment of Codal and Contractual provisions.

The following clarifications are issued on Works Department Office Memorandum No. 173, dt. 03.01.2026

1.The phrase” **to abolish the extant provisions of threshold negative bid caps (14.99%) introduced.....**” in the first para of the Works Department OM No.173 dt. 03.01.2026 may be read as “..... **to abolish the extant provisions of threshold negative bid caps of 15% introduced vide Works Department OM No.12366/W Dt. 08.11.2013 and amended vide Works Department OM No. 1437 dt,**

31.01.2023.....”

2. if more than one bid is quoted (decimal up to two numbers will be taken for all practical purposes), either at the estimated cost put to tender or less than the estimated cost put to tender, the tender accepting Authority will finalize the tender through a transparent lottery system, where all bidders/their authorized representatives, Asst. Manager (Accounts), Electrical Division and Tender Inviting Authority will remain present.”

3. If the rate quoted by the SC and ST Category Contractors comes to the rate quoted by the L1 bidder (decimal up to two numbers will be taken for all practical purposes) after availing 10% price preference as per Para 2 of Works Department Resolution No.27748 dated. 11.10.1977, the tender shall be finalized by the tender accepting authority through a transparent lottery system along with other categories of contractors, where all bidders/their authorized representatives, Asst. Manager (Accounts), Electrical Division and Tender Inviting Authority will remain present.”

***Condition- In a particular TCN (Tender call notice), if any bidder participates in more than two nos. of Projects/Works and the same bidder also awarded in both Projects/Works in chronological/sequential manner through the Transparent Lottery System, in that case He/ She will be excluded in the Transparent Lottery System from rest of the Projects/Works.**

15. Additional performance Security

Additional performance Security shall be obtained from the bidder when the bid amount is less than the estimated cost put to tender. In such an event, the successful bidder who have quoted less bid price/rates than the estimated cost put to tender shall have to furnish as per Works Deptt. Office Memorandum No.07764600022025 173 /W., Bhubaneswar Dt.03.01.2026 as Additional Performance Security in shape of TDR/FDR pledged in favour of “The Project Manager, Electrical Division, The Odisha State Police Housing & Welfare Corporation Ltd, Bhubaneswar” is to be submitted by the successful bidder who shall deposit the same within seven (7) days of opening of bid failing which the bid of the successful bidder would be cancelled and the security deposit would be forfeited. If permissible in law further proceedings for black listing would be initiated. Additional performance security shall be taken on an incremental basis from the selected bidder for low bid prices in the project works as under:

I. where the bid price is below 0% but not below 10% of the project cost put to bid, no additional performance guarantee/security percentage is required.

II. where the bid price is below 10% but not below 20% of the project cost put to bid, the additional performance guarantee/security percentage shall be incremented by 0.1% for every percentage of bid price below 10% of the project cost put to bid starting at 11% with the additional bid performance guarantee being 0.1% and this additional performance guarantee percentage shall be applied on the bid price;

III. where the bid price is 20% or more below of the project cost put to bid, the additional performance guarantee percentage shall be incremented by 0.2% for every percentage of bid price below 20% of the project cost put to bid in addition to 1% of the bid price and this additional performance guarantee percentage shall be applied on the bid price;

IV. The additional performance guarantee percentage shall be rounded off to the next lower percentage based on whether the decimal point of the percentage of bid price is below 0.5% or next higher percentage based on whether the decimal point of the percentage of bid price is 0.5% or more.

V. The additional performance security shall be treated as part of the performance security.

VI. Justification for abnormally low bids shall be scrutinized by the Departmental Technical Committee and recommended to the competent authority of the Administrative Department for the approval of the Additional Performance Security (APS). An abnormally low bid is one in which the Bid price, in combination with other elements of the Bid, appears so low that it raises material concerns as to the capability of the Bidder to perform the contract at the offered price. Procuring Entity may, in such cases, seek written clarifications from the Bidder, including detailed price analyses of its Bid price in relation to scope, schedule, resource mobilization, allocation of risks and responsibilities, and any other requirements of the bid document. If, after evaluating the price analyses, the procuring entity determines that the Bidder has substantially failed to demonstrate its capability to deliver the contract at the offered price, the Procuring Entity may reject the Bid/Proposal. However, it would not be advisable to fix a normative percentage below the estimated cost, which would automatically be considered as an abnormally low bid.

16. WARRANTY -: The contractor shall stand for comprehensive warranty against defective materials / manufacturing defects and bad workmanship for the entire work carried out by him for a period of 24 months (But for Interactive Panel 36 months) from its handing over to the concerned user authority & make good /repair/replace the faults during this period without any extra cost, failing which the same shall be got done at the risk and cost of the contractor. The contractor shall attend the complaints / breakdown relating to the entire work carried out by him on call basis. The work shall be supervised by the qualified supervisor from the contractor's side.

17. Availability of Bid Documents in the Website: -

www.ophwc.com :- Dt.04.04.2026 to Dt.09.04.2026 up to 5:00 P.M

18. Last date for receipt of tender document is up to: - 12.30 P.M of Dt.10.04.2026

19. Date of opening of bid at: - 1.00 P.M of Dt.10.04.2026

20. The authority reserves the right to reject any or all the bids without assigning any reason thereof. No claim, whatsoever, shall be admissible for the alleged loss/damages suffered by bidders on account of such rejections.

21. All the information as called for in the tender document should be submitted truly, clearly, legible, transparently, unambiguously and without the use of abbreviations. It shall be submitted in English only.

22. All the crucial figures, like rates and amount should be written in figures followed by words in a bracket.

23. There shall be no over writing in the tender document and other papers submitted. All additions, alternations, deletions and cutting should be initialed with rubber-stamp (or seal) by the same person, who signs the tender document, failing which so, the tender may be rejected.

24. The original documents of the successful lowest bidders will be verified at the office of the undersigned on next working day of opening of the bid failing which his tender is liable for rejection.

25. All the rates and amounts shall be quoted in Indian Rupee and shall be presumed to be in Indian Rupee only unless specifically permitted to be quoted otherwise in this tender document.

26. Each page of this tender document should be signed by the bidder with seal in token of having read, understood and accepted the terms and conditions of this contract.

27. Use separate piece of paper where the space provided in the formats in this tender document for submission of information is not sufficient.

28. All information submitted or supplied in the formats of this tender document shall be presumed to be true to the best of knowledge of bidder.

29. If the last date for receipt of the tender/bid turns out to be a holiday, it will automatically be extended to next working day.
30. A bid submitted cannot be withdrawn. The bidder or his authorized representative (one person only) will be allowed to be present at the time of opening of tenders. They will not participate in the discussions. Clarification sought, if any may be provided by them.
31. The Contractor will quote percentage excess/less up to two decimal point only. If he writes the percentage excess/less up to three or more decimal points, the first two decimal point shall only be considered without rounding off.
32. If the bidder has a relative employed as an Officer in the rank of Deputy Manager & above in OPHWC, Bhubaneswar, he shall inform the same in the bid mentioning the exact details in a covering letter along with the tender, failing which his bid will not be considered (**ANNEXURE - B**). Also, if the fact of relationship subsequently comes to light, his contract will be rescinded. The bid security or the performance security will be forfeited and he shall be liable to make good any loss or damage resulting from such cancellation. In case the bidder has no relationship with any of the officers mentioned above he shall have to furnish with his bid a certificate (**ANNEXURE - C**).
33. Advance payment /part payment will not be entertained before completion and handing over the work to the concerned user authority.
- 34. Irrespective of turnover, the Contractor shall submit the E-invoice (in form of B2B against GSTIN 21AABCT7853 N2ZZ) mandatorily before acceptance of payment.**
35. Deduction towards Labour Cess @ 1% shall be made from the gross amount of the contractor's claim/bill.
36. No claim can be made due to some unforeseen delay for release of payment.
37. Payment of bill will be made only after successful completion of the work in all respects i.e. Supply, Installation, Testing & Commissioning, charging and hand over the work to the concerned user authority.
38. Deduction towards Security money @ 5 % shall be made from the gross amount of the contractor's claim/bill and same will be released after successful completion of the 24 months of comprehensive warranty period (But for Interactive Panel 36 months)

and will not carry any interest.

39. The OPHWC shall have no liability, financial or otherwise, for any harm/ damage/ injury caused to the manpower/machinery deployed by the firm while performing work of this Department. Neither the firm nor its workers shall have any claim on this Department for compensation or financial assistance on this account.

40. From the commencement of the works to the completion of the same, they are to be under the contractor's charge. The contractor is to be held responsible to make good all injuries, damages and repairs occasioned or rendered necessary to the same by fire or other causes and they hold the OPHWC harmless for any claims for injuries to person or structural damage to property happening from any neglect, default, want of proper care or misconduct on the part of the contractor or any one in his employment during the execution of the work. Also, no claim shall be entertained for loss due to earthquake, flood, cyclone, epidemic, riot or any other calamity whether natural or incidental damages so caused will have to be made good by the contractor at his own cost till completion of comprehensive warranty period.

41. Any damages caused by natural calamities should be done by the contractor at his own cost. The OPHWC will not be any way responsible for the same and will not pay any cost towards the repair done by the contractor till completion of comprehensive warranty period.

42. If the contractor fails to complete the work and clear the site on or before the contract or extended date of completion, he shall, without prejudice to any other right or remedy available under the law to the OPHWC on account of such breach, pay as agreed compensation @ 0.5% per day for delay of work, delay to be counted as per day basis. Provided that the total amount of compensation for delay to be paid under this condition shall not exceed 5 % of the work order Value.

43. Request for reschedule and extension of time, to be eligible for consideration, shall be made by the Contractor in writing well before of the happening of the event causing delay with specific reason in form No - 10 of the OAM (OPHWC). The Contractor may also, if practicable, indicate in such a request the period for which extension is desired.

44. In any such case a fair and reasonable extension of time for completion of work may be given. Such extension shall be communicated to the contractor by the tender calling authority in writing within due time.

45. All the transit risk shall be responsibility of the contractor.

46. Failure to complete the work in full within the stipulated period may lead to forfeiture of EMD and blacklisting of the contractor/firm.

47. The authorities are not bound to accept the lowest quoted rate.

48. Terms and conditions of this tender document cannot be negotiated for variations.

49. The authority reserves the right to reject any or all tender in whole or part without assigning any reason and can impose any other condition(s) as deemed proper before or in course of finalization of the tender. The approved tender may be cancelled by the authority any time during validity without assigning any reason thereof and no claim can lie against OPHWC for such cancellation.

50. All materials required for the work should be approved brand of OPHWC as mentioned in the Price Bid. Before take up the work the A.P.M (Electrical) concerned shall verify & certify the brand & quality of materials.

51. All the disputes shall be subject to Jurisdiction of Civil Courts situated at Bhubaneswar in exception to High Court Orissa, Cuttack.

Sd/-
Project Manager.

GENERAL BID FORM**(ANNEXURE - A)****BID REFERENCE NO: - 01/PM/ELECT/OPHWC/2026-27****1.(A) Name Firm:**

(B) Full Address:

(C) Fax No:

(D) Telephone No:

(E) E-mail address of the firm:

2. Legal Status of the firm:**3. Give the location and address of your local office/ Branch office:****4. Kindly confirm by writing "Yes" or "No" only.****[A]** Have you enclosed the EMD? If yes, mention the amount and its identifying details.**[B]** Have you enclosed the bid document cost? If yes, mention the amount and its identifying details.**[C]** Have you enclosed the copy of valid GST registration certificate?**[D]** Have you enclosed the copy of PAN card?**[E]** Have you enclosed the copy of valid EPF Registration certificate?**[F]** Have you enclosed the copy of valid ESI Registration certificate?**[G]** Have you enclosed the copy of audited balance sheet?**[H]** Have you enclosed copies of assessment return of income tax of last three years?**[I]** Have you enclosed the documents regarding proof of executing same nature of works?**[J]** Have you enclosed the affidavit regarding not blacklisted / defaulter contractor or Firm?**[K]** Have you enclosed the affidavit regarding any type of adverse remarks from Govt./PSU regarding past work experience?

[L] Have you enclosed the copy of GSTR-1 of preceding months of tender date?

[M] Have you enclosed all the documents and papers called for in this tender document?

Kindly enclose a list. (Use a separate sheet of paper)

[N] If the answer to [M] above is 'No', which of the Documents / papers called for in the tender document have not enclosed?

(Kindly enclose a list of such document/papers – Use separate Sheet of paper, if necessary)

Sd/-
Project Manager.

CERTIFICATE OF NO RELATIONSHIP

(ANNEXURE - B)

BID REFERENCE NO: - 01/PM/ELECT/OPHWC/2026-27

I/We hereby certify that I/We am/are **related/not related** to any officer of OPHWC of the rank of Deputy Manager & above. I/We am/are aware that, if the facts subsequently proved to be false, my/our contract will be rescinded with forfeiture of E.M.D and security deposit and I/We shall be liable to make good the loss or damage resulting from such cancellation.

I/We also note that, non-submission of this certificate will render my / our tender liable for rejection.

N: B: - Strike out which is not applicable.

Signature with seal of the Bidder

Date: -

RELATIONSHIP DECLARATION

(ANNEXURE - C)

BID REFERENCE NO: - 01/PM/ELECT/OPHWC/2026-27

To,

The Tender Inviting Officer,
 Subject: (Name of the Work)
 Reference: (Bid reference number)

Sir,

Pursuant to clause 32 of the schedule, it is to inform that I have relative(s) employed as an officer of OPHWC of the rank of Deputy Manager & above. His /Her (Their) details are as follows.

Relationship:

Name:

Designation:

Office:

Address:

Pursuant to clause 32 of the General Condition of the Contract, I am to submit herewith the names of persons who are working under my firm having near relative (s) employed as an officer of OPHWC of the rank of Deputy Manager & above. His/her (Their) details are as follows.

Sl No.	Name of my employee and his designation in the firm	Presently working at	Details of his relatives working in the Department
1.			Relationship Name: Designation Office Address

I am also duty bound to inform the relationship of any subsequent employee to any officer of OPHWC of the rank of Deputy Manager & above. I am aware that any breach of this condition would render my firm liable for penal action for suppression of facts.

Yours sincerely,

Signature with seal of the Bidder

Date: -

Total: - 16 (Sixteen) Pages only.

Approved

Sd/-

Project Manager.