



THE ODISHA STATE POLICE HOUSING AND WELFARE CORPORATION LTD.

BERHAMPUR DIVISION

Address:

PLOT NO. 80/81,

MEDICAL BANK COLONY 1ST LANE,

BERHAMPUR

DIST. GANJAM - 760004

Ph: (0680) 2282800

e-mail: jmberhampur@yahoo.com

PRE-QUALIFICATION DOCUMENTS

FOR CIVIL, INTERNAL, EI & PH WORKS

DIVISION: BERHAMPUR

DIST: GANJAM, GAJAPATI, BOUDH, KANDHAMAL & RAYAGADA

YEAR: 2025-26



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. Transaction No. & Date :

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

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

[Project Manager, Engg. (Civil)]



THE ODISHA STATE POLICE HOUSING AND WELFARE CORPORATION LTD.

(A Govt. of Odisha Undertaking)

BERHAMPUR DIVISION

PLOT NO. 80/81, AT- MEDICAL BANK COLONY 1ST LANE, P.O- BERHAMPUR, DIST-GANJAM, PIN-760004

Ph. No. : 0680-2282800, E-mail: jmberhampur@yahoo.com

PRE-QUALIFICATION NOTICE

Letter No- 02 / OPHWC/BPR

Date – 29.03.2025

(For Enlistment of different class of Contractors for execution of Civil /P.H./ Internal E.I.work through Divisional Tender).

The Odisha State Police Housing & Welfare Corporation Ltd. (OSPH&WC), Berhampur Division invites application for enlistment of contractors for execution of Civil, PH & Internal Electrification works of various building projects under Berhampur 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. & 02 (two) years experience in similar works.** After successful evaluation of the pre-qualification documents, selected firms will be enlisted in Berhampur 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). The cost of the Pre-Qualification documents shall be deposited in the designated bank in NEFT/RTGS in the Bank Account:-OSPH&WC LTD-K2 TENDER, Bank A/C No: - 0042104000537612, Name of the Bank & Branch: - IDBI Bank Ltd, Janpath, Berhampur, IFS Code: - IBKL0000042 in favour of "The Odisha State Police Housing & Welfare Corporation Ltd-Berhampur Division (OSPH&WC -BERHAMPUR DIVISION)". 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-Five) only. The pre-qualification documents will also available from the website www.ophwc.com 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) after depositing the cost of the Pre-Qualification documents in the designated bank in NEFT/RTGS in the Bank Account:-OSPH&WC LTD-K2 TENDER, Bank A/C No: - 0042104000537612, Name of the Bank & Branch: - IDBI Bank Ltd, Janpath, Bhubaneswar, IFS Code: - IBKL0000042 in favour of "The Odisha State Police Housing & Welfare Corporation Ltd-Berhampur Division (OSPH&WC -BERHAMPUR DIVISION)" along with proof of deposit transaction statement towards cost of the documents shall be enclosed along with pre-qualification documents, failing which pre-qualification documents shall be summarily rejection.

Application for pre-qualification shall be submitted in sealed cover super-scribing "Application for enlistment of Contractors in OSPH&WC, Berhampur Division" addressed to the Project Manager, Berhampur Division, Plot No. 80/81, Medical Bank Colony 1st Lane, P.O.- Berhampur, Dist. Ganjam, PIN-760004 for award of works eventually drawn on Divisional Tender Agreement in line with rules of OPWD Code & other clauses as decided by the Corporation.

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

Date of Issue of pre-qualification document : 10.00 AM, Dt-04.05.2025

Last date for issue of pre-qualification document up to: 05.00 PM, Dt-19.04.2025

Last date for receipt up to : 02.00 PM, Dt-21.04.2025

Date of opening at :04.00 PM, Dt-21.04.2025

**[Project Manager, Engg. (Civil)]
OPHWC, Berhampur 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 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. 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 Berhampur 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 Berhampur.

Project Manager, Engg. (Civil)



**ODISHA STATE POLICE HOUSING AND WELFARE CORPORATION LTD.
BERHAMPUR 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: -

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

**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**