



# COEP Technological University

## (COEP Tech)

A Unitary Public University of Government of Maharashtra  
(Formerly College of Engineering Pune)  
Wellesley Road, Shivajinagar, Pune-411005, Maharashtra, India

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COEPTU/E&E Cell /Enq/451

Date : 21/07/2025

### Enquiry Letter

Sealed Quotation are invited by the COEP Technological University Pune from reputed manufacturer/vendor/service provider for the providing material/services.

Enquiry Number :-	COEPTU/E&E Cell /Enq/451
Enquiry Date:-	21/07/2025
Material/Service Description & Qty:-	1. Silver Medal with Gold Plated (Gold Medal) - Approx. 9 Qty. 2. Silver Medal Die Making - 1 Qty.
Location:-	COEP Technological University Pune-411005
Quotation Submission Date@ Time:-	28/07/2025 16.00hrs
Quotation Submission Place:-	Inward Section, Establishment Office, COEP Technological University Pune-411005
Quotation Opening Place:-	Examination and Evaluation Cell, COEP Technological University Pune-411005

### Terms & Conditions:-

1. The Standard terms and conditions of short term tendering process shall be applicable
2. Certificate of Purity: Certificate of purity for all the medals to be submitted along with the supply.
3. Hallmark for Silver Medals: All the medals to be stamped with hallmark testing.
4. The University reserves the right to reject any or all tenders without assigning any reason.
5. Inspection: The material shall be inspected at University before acceptance. Bill in duplicate may be furnished along with the consignment for arranging an early payment.
6. All material should be issued in one consignment. Part Supply is strictly prohibited. Penalty for delay: In situation when the delivery of Medals/Items ordered.
7. Delivery/Work/Service: The penalty conditions are applicable for the late delivery as per Government norms.
  - a. at the rate of 0.5 % per week; maximum limit of 10% shall be charged in case of PO value is less than 2 Lakh OR
  - b. at the rate of 0.5 per week; maximum limit of 5% shall be charged in case of PO value is 2 Lakh and above.
8. The supplier shall be responsible for any damage or loss caused during transit.

9. The successful bidder will be required to supply the Silver Medal with Gold Plated (Gold Medal) Within ten days of the issuance of the purchase order.
10. The approved rates are valid for three months only or till the ensuing convocation during the year 2025.
11. The rate of gold per gram should be quoted. GST should be quoted separately.
12. The Sealed Quotation cover should be super scribed with the words "Quotation for Gold Medals".
13. The Silver Medal with Gold Plated (Gold Medal) Making Charges, Engraving Charges and the Cost of Velvet Boxes be quoted inclusive of all taxes and charges separately.
14. The authority also reserves the right to decide the integrity or the reliability of the Silver Medal with Gold Plating Manufacturer/dealer/agencies for finalisation of order for preparation and supply of the said Medals.
15. The rates quoted be inclusive of all taxes or any other charges as applicable.
16. The successful bidder will be responsible for the production, supply, and delivery of Silver Medal with Gold Plated to the University within ten days.
17. Clearly marked on Quotation and Envelop the Enquiry Number, Enquiry date and Enquiry due date addressed to The Director, Board of Examinations and Evaluation, COEP Technological University Pune-411 005.
18. The enquiry letter should be downloaded from the COEP Technological University website <https://www.coeptech.ac.in/> tenders and submitted in the format given to Inward Section, Establishment Office, COEP Technological University Pune during working days.
19. The Registrar reserves all rights to reject any or all the quotations without assigning reason thereof.



Registrar

COEP Technological University Pune

**(Quotation submitted by bidder on letterhead)**

<b>Sr. No</b>	<b>Material Description</b>	<b>Qty in Unit</b>	<b>Rate per Unit in Rs.</b>	<b>Total Amount in Rs.</b>
01	Silver Medal with Gold Plated (Gold Medal) Material : Silver Weight : 50 gm each Plating : Gold Design : As Per Die provided by Institute on both side Engraving : One Side, as per details given by Institute(Student Name only)	Approx. 9 Qty.		
02	Silver Medal Die Making Nomenclature : ( Metallurgy Material & Technology )	1 Qty.		
Cost (Exclusive of all Taxes) in Rs.				
GST % in Rs.				
Total Amount (Inclusive of all Taxes) in Rs.				
Total Amount (Inclusive of all Taxes) in words Rupees Only				

PAN No:-.....

GST Registration No:-.....

Signature:-.....

Name:-.....

Address:-.....

Company Rubber Stamp:-.....

  
Registrar

COEP Technological University Pune