



COEP Technological University Pune

INVITATION OF E-TENDER

For

Call for Quotation to supply and installation of an automated Access Control System for entry, exit, visitor management and parking management at COEP Technological University, Pune

No. COEP/FM/Tender/Access Control System/2025/

Date: 06/08/2025

Cost of document Rs. 1,000/- (Non-refundable)

Website: <https://www.coeptech.ac.in>

Registrar

Land Line: 020 2550 7002

E-mail: registrar@coeptech.ac.in



COEP TECHNOLOGICAL UNIVERSITY (COEP TECH)
SHIVAJINAGAR, PUNE- 411005 (MAHARASHTRA) INDIA
(Unitary Public University of Government of Maharashtra)
w.e.f 21st June 2022(Formerly College of Engineering Pune)
Off:+020-25507000/7191 Web: www.coep.org.in Email-fm@coeptech.ac.in

No. COEP/FM/Tender/Access Control System/2025/

Date: 06/08/2025

INVITATION OF E-TENDER

Name of the Work: COEP Technological University Pune (COEP Tech) invites digitally sealed quotations for supply and installation of an Automated Access Control System for entry, exit, visitor management and parking management at COEP Technological University, Pune (<https://www.coeptech.ac.in>) as per the

Part 1: Technical Bid (Appendix-A) and Part 2: Commercial Bid (Appendix-B) in the prescribed Bid forms. Digitally sealed bids are invited for quotation of Access Control System supply and installation to requirement from reputed and experienced firms/agencies/ companies established and functioning and having registered **Office in Pune city or nearby Pune** and having valid licenses and sanctions and experience.

Part 1: Technical Bid

The tender Document can be downloaded from the website <https://www.coeptech.ac.in>

Sr. No	Tender No & Date	Reference No: COEP_Tech/FM/Tender/Access Control System/2025/_____ Date:- / /2025
1.	Issue of online Tender Forms	Tender is uploaded on Procurement system of COEP Technological University Pune (https://www.coeptech.ac.in) from 06/08/2025 to 22/08/2025.
2.	Last Date of online submission of Tenders	22/08/2025 before 15:00 Hours.
3.	Pre bid meeting	11/08/2025 at Main Building 15:00 Hours
4.	Opening of Tenders (Technical)	25/08/2025 at Main Building 16:30 Hours
5.	Bid Validity	120 Days
6.	Contract Period	Three Years from the date of Award of Contract
7.	Tender Fees	Rs. 1,000/- (Non-Refundable) The tender fees and EMD of Rs. 50,000/-
8.	Correspondence Address	COEP Technological University, Shivaji Nagar, Pune 411005


Registrar,
COEP Technological University Pune

1. Eligibility Criteria:

- a) The agency/firm/company service provider should have its office in Pune (PMC/PCMC) area or nearby Pune only.
- b) The agency should have PAN India and global presence.
- c) The contracting agency/firm/company should have minimum average turnover of Rs.30,00,000/- and above in any of the last five financial years in providing such services.
- d) The agency/firm/company should have the minimum experience of ten years as on date of tender in the field of providing such services to any Public Sector Undertaking (PSU), Govt. Organization, educational institution, or any other reputed private organization, etc. The bidding firm should submit supporting documents online to Registrar COEP Tech in this regard.
- e) Payment to the agency will be cleared within 1 month after the receipt of the invoices with GST bill.
- f) Digitally sealed quotations are invited for supply on automated & installation of access control system from Registrar, COEP Technological University Pune.

Pre-Qualification / Eligibility Criteria details:

Sr. No.	Pre-Qualification Criteria	Supporting Documents to be enclosed with the Bid
1.	Bidder should be registered in India under Companies Act 1956.	Certificate of Incorporation
2.	The bidder must be a renowned agency/firm/company.	Goods and Service Tax (GST) certificate
3.	Bidder must have experience of at least 10 years in the relevant field to provide such services to any Public Sector Undertaking (PSU), Govt. Organization, educational institutions, or any other reputed private organization, etc.	Copies of relevant work-order(s)
4.	Bidder should have duly filed Income Tax Returns, Service Tax and other applicable Govt./Statutory body Taxes for the three years .	Relevant Documents
5.	Prime bidder including the consortium members shall not be under a declaration of ineligibility for corrupt or fraudulent practices or blacklisted with any of the Government agencies or any reputed private organization etc.	Self-Certification

Seal and signature of Manager /
Representative of the firm on behalf of the
firm submitting Tender

Telephone No:.....

Mobile No:.....

Fax No:.....
Email ID:.....
Name of person:.....
Designation :.....

2. Online Bidding Process through e-Procurement system of COEP Technological University Pune (<https://www.coeptech.ac.in>):

The Bid / Tender document will be in two-cover system - Technical Bid (Part 1) and Commercial Bid (Part 2).

Part 1: Technical Bid - Detailed profile of the agency/organization/firm/company, eligibility for selection, tender terms & conditions, etc. to be uploaded. This should include documents in support of turnover, experience, list of similar work carried out, client list, Pre-Qualification / Eligibility Criteria, Appendix-A etc.

Part 2: Commercial Bid - As per the tender, commercial bid should be indicated in Indian rupees in figures as well as words. The final offer given by the bidder shall be with respect to the complete cost of the project (Appendix-B)

3. Submission of tender documents to Registrar COEP Tech by post/hand.

3.1 Format & signing of Bid Document:

The Bid / Tender document will be uploaded in the prescribed format.

Bids must be accompanied with:

The guidelines to download the tender document, online submission of bids and procedure of tender opening can be downloaded from website **<https://www.coeptech.ac.in>**.

The date & time of online submission shall strictly apply in all cases. The Bidders should ensure that their tender is prepared and submitted online before the expiry of the scheduled date & time. If tender document not submitted online/offline within time will not be entertained.

If for any reason, any interested bidders fail to complete any of online stages during the complete tender process, COEP Technological University Pune shall not be responsible and any grievance regarding that shall not be entertained.

Instructions for submitting bids are given below:

3.1.1 Part 1: Technical Bid – in prescribed format sealed and duly signed

Part1: shall contain the following:

1. A covering letter in the format enclosed and participation cost of the bid document of Rs. 1,000/- (Receipt of RTGS be attached, Bank details are given bellow)

2. **EMD of Rs.50,000/- (Rs. Fifty Thousand Only)** to be submitted through Registrar COEP Technological University Pune.
3. Details of bidder's experience and capabilities in the format (Appendix –A) Balance sheets / audited accounts for the last five years.
- 3.1.2 **Part 2: Commercial Bid** - in prescribed format sealed and duly signed (Appendix-B)
The bidder shall submit their offline offer only in the format. Price quoted elsewhere shall be liable to rejection.
4. **Acceptance of Tender conditions:**
 - 4.1 The last date for online submission of tender document is 22/08/2025 before 15.00 hrs. Bids received online beyond the closing date / time will not be accepted and will be rejected, unopened.
 - 4.2 **The Part 1 (Technical Bid)** will be opened on 25/08/2025 at 16.30 hrs. At the same venue in presence of the bidders' representatives who wish to attend. In the event of any change in the date of opening, the same will be intimated to all.
 - 4.3 **Part 2 (Commercial Bid)** will be opened only after the technical evaluation of tenders and only eligible and technically qualified bidders will be invited for commercial bid opening at the same venue in presence of the bidders' representatives who wish to attend. The date of opening of commercial bid will be intimated to only eligible and technically qualified bidders. In the event of any change in the date of opening, the same will be intimated to eligible & technically qualified bidders only.
5. Incomplete tenders will be rejected without consideration.
6. The contracting agency/firm/company should be based at Pune or having its office in Pune and round the clock contact telephone number for keeping easy contact. The day will be reckoned from mid-night to mid-night (01.00 Hr to 24.00 Hr).
7. The tender shall be signed by the authorized person and his / her full name and status be indicated below the signature along with official stamp of the contracting agency/firm/company.
8. Team of COEP Technological University Pune shall visit the existing clients of the eligible bidders to receive on the spot information regarding the quality of services provided, etc.
9. The contract shall be from xx-xx-2025 initially until xx/xx/2026 from successful installation and handing over and may be extended for a further period of xx more years i. e. up to xx/xx/202x one year at a time subject to satisfactory performance at the discretion of competent authority of COEP Technological University Pune on the same terms and conditions or with some addition/ deletion/ modification for a further period of maximum up to xxxx years.

10. The contracting agency/firm/company shall provide the services continuously as per the award of contract. In case of discontinuation of services by the contractor in the middle of the period or non-satisfactory services, breach of any terms and conditions of the contract, noncompliance of the orders of the competent authority, etc. the contractor shall be liable for necessary legal action and the contracting agency/firm/company shall forfeit their performance security deposit (Rs.50,000/- (Rupees - Fifty Thousand only)).
11. The Registrar, COEP Technological University Pune reserves the right to terminate the contract at any time without assigning any reasons by giving a one month notice to the contracting agency/firm/company.
12. The contracting agency/firm/company shall get suitable instructions from the designated official of COEP Technological University Pune and must provide the services promptly as per requirement. The contracting agency/firm/company should be able to provide services as per requirement of the COEP Technological University Pune.
13. **Bidder** are required to quote their rates including installation / freight charges, Civil work and IT Equipment's required for the installation along with Comprehensive Maintenance Charges (N-CMC) excluding taxes (complete job). The taxes shall be as applicable from time to time.
14. The **Bidder** should study all the tender documents carefully and understand the conditions, drawings, and specifications etc. before quoting. If there are any doubt he should obtain clarification, but this shall not be justification for late submission or extension of opening date/time of the tenders.
15. The **Bidder** should visit the site and acquaint himself with the conditions, availability of water electricity, approach roads, construction materials as per specifications shelter for the staff etc. since these are to be provided/arranged by the bidder (Unless otherwise specified) at his cost.
16. The **Bidder** should quote for all items in the tender schedule. The rates should be quoted in the same units as mentioned in the tender schedule (RFQ).
17. All entries in the Tender Documents should be ink/typed. Corrections, if any, should be attested by full signature of the **Bidder**.
18. Every page of the tender documents shall be signed by the bidder or his authorized representative.
19. **Bids** should be submitted in the prescribed form, supplied by the University.
20. **The Bids** should be strictly in accordance with drawing and specification **supplied by the university**.
21. All entries in the tender documents should be ink and there should be no erasing or overwriting. All correction should be attested under the full signature of the contractor.

22. The **Bidder** should study carefully all the tender documents and understand tender/contract conditions and quote their rates.
23. The rates quoted against the tender shall be valid up to 120 days from the date of opening of the tender and once the quotation is accepted and the work order placed on the successful bidder, the rates shall be valid till the entire work is 100% complete.
24. Parties should inspect the site of work, facilities available etc. before quoting their rates, No extra claim on any account whatsoever would be entertained at a later date.
25. Any damage caused to the existing facilities will be made good by the **bidder** without any extra cost.
26. **Payment to the agency will be cleared within one month after the receipt of the invoices with GST bill.** The delay, however, shall neither be entitling the contractor to claim interest nor terminate contract." Payment against Bill shall be made only after satisfactory services to be certified by the Administration. No interest will be payable on the nonpayment due to delayed submission of bill and non-satisfactory services. No advance payment will be made.
27. COEP Technological University Pune will have the right to recover any over payment which might have been made to the contracting agency by the University through inadvertence, error, etc or any cause whatsoever from their bills and from the security deposit or any other amounts due to him. In the event of any such recoveries/adjustments being made from the security deposit, the contractor shall at once make up the deficiency in the amount of the security deposit within 15 days of payment to this effect, failing which COEP Technological University Pune will be at liberty to deduct the said amount from the future bills.
28. The Company / Firm / Agency shall also be liable for depositing all taxes, levies, other applicable taxes etc. on account of services rendered by it to COEP Technological University Pune to concerned tax collection authorities from time to time as per extant rules and regulations on the matter.
29. The controlling officer of this University will operate the contract, and his decision and instructions will be binding on the contractor.
30. The Decision of Registrar, COEP Technological University Pune shall be final and shall not be questioned on any ground whatsoever.
31. Registrar, COEP Technological University Pune reserves the right to award contracts for all required services either to one party or more than one party.
32. Registrar, COEP Technological University Pune reserves the right to amend or withdraw any of the terms and conditions mentioned in the tender document or to reject any or all the tenders without giving any notice or assigning any reason and

not bound to accept the lowest tender. The decision of the Registrar, COEP Technological University Pune in this regard shall be final and binding on all.

33. The **bidder** shall have to quote for all the items of the Tender. Part Tenders/ incomplete Tenders shall be summarily rejected.
34. Five year guarantee to be given against any manufacturing defect.
35. The bidder have to provide at least 12 Months warranty against any manufacturing defects without any charges.
36. Full comprehensive AMC charges for the automated Access Control System for the next **Five** years after the completion of the one-year warranty period. The warranty period starts with the handing over of an automated access control system project to COEP Technological Pune.
37. **Performance Security Deposit / Bank Guarantee:**
A Performance Security Deposit / Bank Guarantee (Nationalized Bank only) for an amount @ 5% value of the contract (if order is placed) is to be submitted immediately after accepting the work order. The performance security must be valid for a period of contract. The same will be returned without any interest after completion of contract period.
38. **Verification of Bank Guarantees:**
The Bank Guarantee submitted by the bidder as Performance Security is subject to verification from the issuing bank by purchaser before its acceptance.
39. Offers in bid should be written in English and price should be written in both figures and words.
40. The relevant supporting document(s) should be enclosed along with the offer.
41. The Registrar or The University reserves the rights to split the work order.
42. The University reserves the right to accept or reject any bids and to annul the bidding process and reject all bids at any time prior to award of contract, without thereby incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidder.

Appendix –A
(To be filled up by the bidder)
Following details required for all bidders

Sr. No.	Name & Full Address of the firm:	Necessary Documents Submitted (Yes/No)
1.	Registered Office with Address (Copy of registration certificate of firm may be enclosed)	
2.	Pan No./TAN No.	
3.	GST – Registration number	
4.	Previous Work order details (sample case)	
5.	Legal status (individual, proprietary, partnership firm, limited company, corporation, etc.)	
6.	Name & Addresses of the person who will represent the firm while dealing with the COEP Tech.	
7.	Average turnover for the last five financial years.	
8.	Month and Year of commencement of business	
9.	Do you have experience to provide automated access control system (Parking management) to any Public Sector Undertaking (PSU), Govt. Organization, educational institution, or any other reputed private organization, etc.?	
10.	Have you duly filed Income Tax Returns, Service Tax and other applicable taxes for the past three years?	
11.	Have you been blacklisted by any government authority in India? If so, then you will not be eligible. Submit Self-Certification stating you are not blacklisted in the past.	

Seal and signature of Manager

/Representative of the firm On behalf of the
firm submitting Tender

Telephone:.....Mobile:.....

Fax:.....Mail:.....

Contact Person

Name:.....

Designation:.....

Appendix-A

Part 1: Technical Bid:

Appointing an Access Control System Agency for the Automated Access Control System requirements.

FORMAT & REQUIREMENTS

1. Tender Ref. No:
2. Name of Bidder:
3. Complete office address of Bidder.....
4. Contact details of authorized person of Bidder who have signed the tender.
 - a. Name.....
 - b. Designation.....
 - c. Phone (Office).....
 - d. Phone (Mobile).....
 - e. E mail.....
5. Due date & Time of submission of bid:
Tender fee with details of DD number & bank details.....
6. Submission of technical confirmation to the requirement.
7. Higher technical specification may be considered subject to competitive price offer.
8. Documents to be enclosed with the technical bid are as under:
 - a. Duly signed & stamped Tender documents (All pages) as a mark of your acceptance.
 - b. Details of latest Three clients to whom similar services provided (providing Access Control System service to any Public Sector Undertaking (PSU), Govt. Organization, educational institution, or any other reputed private organization, etc.) should be submitted in the following format: -

Sr. No.	Name of Client along with contact number and email details
1.	
2.	
3.	

- c. Supporting information with respect to the similar service provided.
- d. Copies of PAN, GST/ TIN duly Signed & Stamped. Copy of relevant registration documents certifying its entity as a proprietorship/partnership/ company.
- e. Audited Balance Sheets for the last 5 years. The contracting agency/firm/company should have minimum average turnover of Rs.30,00,000/- and above in any of the last five financial years in providing such services.
- f. Work Order for similar kind of work during any of the last three financial years.

Place:

Date:

Name & Signature of the Bidder with stamp

Appendix-B

Part 2: Commercial Bid

Tender of Access Control System Agencies to fulfill the official requirements.

1) Part 2: Commercial Bid

FORMAT & REQUIREMENTS

Tender Ref. No.:

Name of the Bidder/Bidder:

The offer with rates for the following Automated Access Control System to be submitted in the format given below is a pre-requisite for considering your quotations. Basic rates (excluding applicable taxes) in rupees for the following Automated Access Control System:

Job Description	Qty	Rate per Unit	Total Amount
<p>Access Control Single Camera for Entry and Exit Point(4 Gates)</p> <p>Objective: Enhance Security and track vehicle movement</p> <p>* Have capability to capture Number Plates with min 95% accuracy across 2 lanes by using a single camera</p> <p>* shall support different types of architecture like Edge based Module(AI Device), Near Edge(LPU)& Centralized System (Server)</p> <p>* The camera shall be an IP enabled.</p> <p>* Shall have inbuilt AI technology to capture number plates from Front Side which gives detailed information of any suspect & can also be used for multiple type of Violations like No Seat Belt, Person Face, No Helmet, Triple Riding etc.</p> <ul style="list-style-type: none"> • Resolution: 1920 X 1080 @ 30 fps 2mp • Sensor: f/2.8Sony 2.1 MP Exmore progressive CMOS Sensor • Frame Rate: 25 FPS • Shutter Sped: 1/3s to 1/100,000s • Lens: Varifocal from 5mm to 22mm • Detection Range: upto 5-10 meters • Image Enhancement: HLC, BLC, 3D WDR • GPU Powered Single Channel Processor • Industrial Grade SMPS Power Supply • Boom Barrier Integration • Night Lights • Signaling Light • Camera Mounting Pole (MS Fabricated)- As per Site requirement 	10		

Boom Barrier Motorized Boom Barrier:- Operating Frequency MCBF 3 Million cycles. Operating Temperature:- 35°C to 70°C Operating distance(Remote) 30mtr Operating Speed: 1.8s-4s adjustable Material: Aluminium or Steel type		04		
RFID (Radio Frequency Identification) System –		08		
Visitor Management App + ANPR Software Objective: streamline visitor management and automated check-in/entry-check-out/exit. * Android app for visitor management. * Visitors can register digitally upon arrival or pre-Register through app. * Instant alerts for unauthorized access. * The ANPR software shall be an enterprise class IP-enabled security and safety software solution & capable to run fully over the Video Intelligence Suite. * ANPR shall have minimum accuracy of 90%-95% (For both day and night time). * The ANPR software shall be CERT-IN certified.		1+10		
LED Screen Single Row Objective: Provide real-time notifications/messages * Weather Resistance: IP65/IP67 * Viewing Angle: 120° – 160° * Specification – 6" X 18" * LED Colour : Red or Green		08		
Connect : Cloud Dashboard Yearly charges per camera Objective: Enable real time monitoring. * Centralized health dashboard shall be available to remotely view unit and role and status of the ANPR Devices. * Digital logbook feature & generate reports for Compliance and security audits. * Provide data of Private , Commercial & Electric Vehicles in real time on Dashboard as well as Event Grid. * Allow the authority to search for full or partial License plate numbers.		10		
Civil Work : * Civil Work Road Cutting and Foundation * Casing work – Armoured Cable, Cat 6 Cable & Power Cabling	Installation and Transportation is Included	1		
		500 Mtr		
Total Amount (Without GST)				
GST 18%				
Grand Total Amount (With GST)				

AMC Charges (Per Year)	Percentage of Total project cost W/O GST
* 2 nd Year Comprehensive	
* 3 rd Year Comprehensive	
* 4 th Year Comprehensive	
* 5 th Year Comprehensive	



**Registrar,
COEP Technological University Pune**

[Covering letter to submitted by the bidder]

To,
Registrar,
COEP Technological University,
Shivajinagar, Pune -411005,

Sub: Tender for Empanelment of Access Control System Agencies to fulfill the official entry, exit, visitor management and parking management requirements.

Sir,

I have carefully gone through the tender document regarding the prequalification of agencies/ vendors/ **bidder** for appointing an Access Control System Agency for the official entry, exit, visitor management and parking management requirements.

I shall be bidding in this tender as the sole representative of my company. I hereby declare that -

1. All the information related to my company, customer base, projects, financial details, etc., provided in my offer is true and without any alteration /modification.
2. All the provisions of this tender document are acceptable to my company. No violation of the terms and conditions as mentioned in the tender document has been made.
3. I declare that my company or any member of the company has not been debarred / blacklisted by any Government / Semi –Government Organizations Company and any other organizer in India.
4. I certify that the period of validity of bid is 120 (one hundred and twenty) days from the last date of submission of proposal I further certify that I am authorized signatory of my company, and I am, therefore competent to make this declaration.

Yours faithfully,

(Signature of the bidder with seal)

Name of firm submitting tender:

Designation :

Telephone No :

Mobile No :

Fax No :

Email ID :