



COEP Technological University
A Unitary Public University of Government of Maharashtra
w.e.f 21st June 2022
(Formerly College of Engineering Pune)

Department of Mechanical Engineering
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Enquiry Letter

Sealed Quotation are invited by the Department of Mechanical Engineering, COEP Technological University Pune from reputed vendors/reseller/suppliers/service providers for the “Repair and maintenance of HVAC System of Auditorium”

Enquiry Number :-	COEPTU/Mech/Enq/ Repair and maintenance of HVAC System of Auditorium/2025-26/1433			
Enquiry Date:-	01/10/2025			
Description & Qty:-	Sr. No.	Items	Quantity	Unit
	1	Stage AHU SYSTEM 2 IDU blower and 4 ODU		
	1.1	AHU SYSTEM JET service chemical Wash	2	Nos.
	1.2	GAS CHRGING	12	kg
	1.3	Leakage detection, Valve replacement	1	Nos.
	1.4	Vacuum cleaning of the CU piping	1	Nos.
	1.5	Belt replacement and setting	2	Nos.
	1.6	Motor wiring changes	1	Nos.
	1.7	Drainpipe replacement 40 mm PVC pipe	2	Rmt
	1.8	Drainpipe replacement 25 mm PVC pipe	4	Rmt
	2	Balcony AHU SYSTEM 2 IDU blower and 2 ODU		
	2.1	AHU SYSTEM JET service chemical Wash	2	Nos.
	2.2	GAS CHRGING	5	kg
	2.3	Belt replacement and setting	2	Nos.
	2.4	Communication cable and controller diagnosis and repair	1	Nos.
	3	Backside AHU SYSTEM 2 IDU blower and 4 ODU		
	3.1	AHU SYSTEM JET service chemical Wash	2	Nos.
	3.2	GAS CHRGING	4	kg
	3.3	Belt replacement and setting	3	Nos.
	3.4	Communication cable and controller	1	Nos.

	diagnosis and repair		
3.5	Drain pipe replacement 40 mm PVC pipe	3	Rmt
3.6	Drain pipe replacement 25 mm PVC pipe	15	Rmt
	Sub-Total		
	GST @ 18 %		
	Total		
Location:-	Auditorium		
Quotation Submission Date@ Time:-	Up to 10/10/2025 @ 4.00pm		
Quotation Submission Place:-	Mechanical office, Department of Mechanical Engineering COEP Technological University, Wellesley Road, Shivajinagar, Pune-411005		
Quotation Opening Place:-	Head, Department of Mechanical Engineering, COEP Technological University, Wellesley Road, Shivajinagar, Pune-411005		

Terms & Conditions: -

1. Fax and Email quotation are not acceptable.
2. The taxes, insurance, freight, packing and forwarding charges if any be quoted in Indian Rupees separately.
3. The rates shall be valid for 90days.
4. Validity: Quotation Validity at least 90 days from the due date.
5. Quotations shall be sent in sealed envelopes clearly marked Quotation for **Repair and maintenance of HVAC System of Auditorium**, Enquiry Number, Enquiry date and Enquiry due date
6. addressed to The Head, Department of Mechanical Engineering, COEP Technological University Pune-411005.
7. 100% payment will be paid after satisfactory delivery, installation and commissioning/work.
8. Please specify the make and model of the item.
9. Quotation(s) received after last date of Quotation submission will be rejected.
10. Delivery/Work Period and Terms Conditions should be mentioned clearly.
11. Delivery/Work: The penalty conditions are applicable for 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.
12. All following documents/certificates should be provided / attached at the time quotation submission.
 - a) Shop Act License/Incorporation Certificate/Firm Registration Certificate Copy.
 - b) PAN Card Copy
 - c) GST Certificate Copy
13. Optional items should be quoted in separate sheets otherwise your quote will be rejected

14. Supply/Work and Installation:- Vendor shall be responsible for successful installation, commissioning and testing of the supplied items at Department of Mechanical Engineering, COEP Technological University Pune-411005.. Any defective component/device will be replaced by vendor at his cost.
15. The Registrar of COEP Technological University Pune reserves right to reject any one or all the quotation(s) without assigning any reasons there for.

Head
Department of Mechanical Engineering
COEP Technological University