



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 Central Air Conditioning System – Cognizant Lab, and Mini-Auditorium in Academic Complex.

Enquiry Number :-	COEPTU/Mech/Enq/ Repair and maintenance of HVAC System of Cognizant-lab-Mini-Auditorium/2025-26/1432				
Enquiry Date:-	01/10/2025				
Description & Qty:-	Sr. No.	Location	Items	Unit	Quantity
	1	Cognizant lab machine 1	Belts	Nos.	2
			Temperature sensors	Nos.	4
			Gas refilling	Nos.	1
			Jet cleaning	Nos.	1
			Controller	Nos.	1
			Cable	meter	40
			64 Amp 4 Pole MCB with Enclosure Box IP65	Nos.	1
			4 core cable 25 sqmm Aluminium armoured	meter	2.5
	2	Cognizant lab machine 2	Belts	Nos.	2
			Temperature sensors	Nos.	4
			Gas refilling	Nos.	1
			Jet cleaning	Nos.	1
			Cable	Nos.	20 meter
			64 Amp 4 Pole MCB with Enclosure Box IP65	Nos.	1
			4 core cable 25 sqmm Aluminium armoured	meter	2.5 meter
	3	Mini Auditorium machine 1	Belts	Nos.	2
			Temperature sensors	Nos.	4
			Gas refilling	Nos.	1
			Jet cleaning	Nos.	1
			Cable	meter	40
			64 Amp 4 Pole MCB with Enclosure Box IP65	Nos.	1
			4 core cable 25 sqmm Aluminium armoured	meter	2.5 meter
	4	Mini Auditorium machine 2	Belts	Nos.	2
			Temperature sensors	Nos.	4
			Jet cleaning	Nos.	1
			Cable	meter	20
			64 Amp 4 Pole MCB	Nos.	1

			with Enclosure Box IP65		
			4 core cable 25 sqmm Aluminium armoured	meter	2.5
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 Central Air Conditioning System – Cognizant Lab, and Mini-Auditorium in Academic Complex**, 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 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.
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