



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

Tel- 02025507009/7900 Fax- 02025507099 Email- hod.mech@coeptech.ac.in Website- www.coeptech.org.in

Enquiry Letter

Sealed Quotation are invited by the Department of Mechanical Engineering, COEP Technological University Pune from reputed vendors/reseller/suppliers/service provider for Repair and Maintenance of AC System of Placement office and Dean Cabin in Main Building.

Enquiry Number :-	COEPTU/Mech/Hvac/ Main Building /2026-27/ 165					
Enquiry Date:-	12/06/2026					
Description & Qty:-	Sr.No	Item	Units	Qty	Rate	Cost
	1	Wet servicing(placement)	Nos	09		
		wet Servicing (Dean Cabin)	Nos	02		
	2	wet Servicing outdoor VRF	Nos	03		
	3	Gas Charging	Kg	12		
	4	Insulation for 2 Unit	RMT	08		
	5	Labour Charge	Job	01		
	6	Wet servicing(placement)	Nos	09		
	Total					
	GST18%					
	Sub Total					
Location:-	Main Building					
Quotation Submission Date@ Time:-	20/06/2026 5:00pm					
Quotation Submission Place:-	Inward Section ,Establishment Department Office. 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. Quotations shall be sent in sealed envelopes clearly marked Quotation for **Repair and Maintenance of AC System of Placement office and Dean Cabin in Main Building**, of Enquiry Number, Enquiry date and Enquiry due date .

3. 100% payment will be paid after satisfactory delivery, commissioning/work.
4. Please specify the make and model of the item.
5. Quotation(s) received after last date of Quotation submission will be rejected.
6. Delivery/Work Period and Terms Conditions should be mentioned clearly.
7. 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 .
 - OR
 - b) at the rate of 0.5 per week; maximum limit of 5% shall be charged in case .
8. 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) GST Certificate Copy
9. Arranging Ladder, Transportation is the Sole Responsibility of the vendor.
10. 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.


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**Mechanical Engineering Department
COEP Technological University Pune.**