



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

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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 provider for Repair and Maintenance of HVAC System including Re-Installation, Servicing in Natu Building Electrical Engineering Department.

Enquiry Number :-	COEPTU/Mech/Hvac/ Natu-Building/2026-27/162					
Enquiry Date:-	12/06/2026					
Description & Qty:-	Sr.No	Item	Units	Qty	Rate	Cost
	1	Cassette AC Removing and Re-Installation (IDU) New Location, and level change, adjustment of drain pipe level	Nos	04		
	2	Gas Charging 410A	Kg	08		
	3	1.5 Tr ODU and IDU AC Wet chemical Cleaning server room and seminar room	Nos	07		
	4	Cassette IDU Wet Cleaning class room	Nos	03		
	5	AC Capacitor change in seminar hall	Nos	05		
	6	Cassette AC Drain pipe Removing and Re-Installation	Nos	01		
		Total				
		GST18%				
	Sub Total					
Location:-	Natu Building ,Electrical Engineering Department.					
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 of Repair and Maintenance of HVAC System including Re-Installation, Servicing in Natu Building Electrical Engineering Department.** 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.**