



**COEP Technological University**  
A Unitary Public University of Government of Maharashtra  
w.e.f 21<sup>st</sup> June 2022

(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 providers for the “supply and installation of New Air Conditioner (AC) for Civil Engineering Department along with buy-back of old ACs”

Enquiry Number: -	COEPTECH/MECH/HVAC/CIVIL/2026/167																														
Enquiry opening Date and Time: -	10/06/2026, Time: 10 am																														
Compulsory buy-back of items.	<p>Civil department classrooms Air conditioners are out of order. These machines are beyond repair and need to be replaced.</p> <p>It is mandatory to dismantle following machines at the cost of the selected vendor, and removed machines will be replaced as per the following mentioned rates and will be adjusted in the bill. Vendors will have to arrange their own support such as staircases, scaffolding to remove old ODU and IDU. No extra charges will be given to remove machines.</p> <p>Following are details of machines.</p> <table border="1"> <thead> <tr> <th>Sr. No.</th> <th>Make of AC</th> <th>Capacity (TR)</th> <th>Date of purchase</th> <th>Qty</th> <th>Location</th> <th>Buy-back value per unit (Rs.)</th> <th>Total buy-back value (Rs.)</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Hitachi</td> <td>2 and 1.5</td> <td>29/10/2007</td> <td>3</td> <td>Civil Engg department</td> <td>1000/-</td> <td>3,000/-</td> </tr> <tr> <td colspan="7"><b>Total</b></td> <td><b>3,000/-</b></td> </tr> </tbody> </table>							Sr. No.	Make of AC	Capacity (TR)	Date of purchase	Qty	Location	Buy-back value per unit (Rs.)	Total buy-back value (Rs.)	1	Hitachi	2 and 1.5	29/10/2007	3	Civil Engg department	1000/-	3,000/-	<b>Total</b>							<b>3,000/-</b>
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Description & Qty of new Acs to quote:	<b>Sr.No.</b>	<b>Description</b>	<b>Unit</b>	<b>Quantity</b>	<b>Rates (Rs)</b>	<b>Total basic cost (Rs.)</b>																									
	1.	2 Ton, 5 Star Inverter Split AC with ISEER rating equal to or more than 5	Nos.	4																											
	2	1.5 Ton, 5 Star Inverter Split AC with ISEER rating equal to or more than 5	Nos.	1																											

	3	Installation, testing and commissioning	Nos.	5		
	4	Core cutting per square inch per foot(10 inch)	Nos	2		
	5	Additional gas charging per kg	No.	5		
	6	4 Core cable per meter	m	5		
	7	Additional Copper pipe along with insulation	m	5		
	8	Drainpipe	m	5		
	9	AC stand with rubber pad, with 3 fasteners and 3 nails	Nos.	2		
	Total					
	GST	@18%				
Location of work: -	Civil Engineering Department					
Quotation Submission closing Date Time: -	Up to 17/06/2026 @ 4.00pm					
Quotation Submission Place: -	Inward office, Establishment section, 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 should be quoted in Indian Rupees separately.
3. Rates should include transportation, material handling, loading and unloading charges or any other relevant charges. Ladder, scaffolding and any supporting equipment must be arranged by the service provider only. No extra charges will be given by COEP TECH.
4. The rates shall be valid for 90 days.
5. Work should be completed within five days from the date of receiving the work order.
6. Quotations shall be sent in sealed envelopes clearly marked Quotation for “supply and installation of New Air Conditioner (AC) for Civil Engineering Department along with buy-back of old ACs”, and write Enquiry Number, Enquiry opening and closing date along with time.
7. Quotations should be addressed to The Head, Department of Mechanical Engineering, COEP Technological University Pune-411 005.

8. 100% payment will be paid after satisfactory delivery, installation and commissioning/work. Buy back value will be adjusted in the final bill.
  9. Quotation(s) received after last date of Quotation submission will be rejected.
  10. Delivery/Work Period and Terms Conditions should be acceptable to the vendor without any deviation.
  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. List of specifications should not be changed by vendors. Provide separate quotations for each 2 and 1.5 TR split AC unit of different company. Optional items should be quoted in separate sheets otherwise your quote will be rejected.
  14. Vendors should quote all companies AC units of required capacities, having ISEER equal to or more than 5, COEP reserves right to select the company and model as per suitability of specifications, cost and features.
  15. Bills will be paid for the actual quantity of materials used. COEP Tech reserve right to increase or decrease Quantity of all items.
  16. Supply/Work and Installation: - Vendor shall be responsible for successful installation, commissioning and testing of the supplied items, any defective component/device will be replaced by vendor at his cost.
  17. The Registrar of COEP Technological University Pune reserves right to reject any one or all the quotation(s) without assigning any reasons there for.

**S/d,**  
**Registrar**  
**COEP Technological University**