



COEP Technological University

(COEP Tech)

A Unitary Public University of Government of Maharashtra
(Formerly College of Engineering Pune)

Department of Central Store

Wellesley Road, Shivajinagar, Pune-411005, Maharashtra, India

Tel- 020-25507009 Email- registrar@coeptech.ac.in Website- www.coeptech.ac.in

Invitation of Quotation

Sealed Quotation are invited by the Department of Central Store COEP Technological University Pune from reputed manufacture/vendor/service provider for the providing material/services.

Enquiry Number :-	COEP TECH/Central Store/Enq/Furniture /2025-26/132
Enquiry Date:-	19/06/2026
Material/Service Description & Qty:-	Furniture installation in the Central Store Detail as follows in the table.
Location:-	Central Store, Basement of MBA Department, COEP Technological University Pune-411005
Quotation Submission Date@ Time:-	Up to 25/06/2026 @ 5.00pm
Quotation Submission Place:-	Inward Section, Establishment Office, COEP Technological University Pune-411005
Quotation Opening Place:-	Department of Central Store, COEP Technological University Pune-411005

Sr. No	Description of Item	Qty	Unit
1	Particle Board office Table size: 48" (L) x 36" (d) x 30"(h)	5	Nos
2	Particle Board office Table size: 60" (L) x 36" (d) x 30"(h)	1	Nos
3	Particle Board Storage Side Table size: 36" (L)x 18" (d) x 30"(h) Storage 1.5 x 3	1	Nos
4	Revolving chair-medium back. 4 hydraulic, with heavy base with regal or Equivalent make wheels.	5	Nos
5	moulded -with Cushion chair with arms. Supreme or Equivalent make – ornate model	6	Nos
6	Revolving chair-high back executive.	1	Nos

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 on Quotation for **Department of Central Store** at COEP Technological University Pune.
6. Clearly marked on Quotation Enquiry Number, Enquiry date and Enquiry due date.
7. The Quotations should be in the name of The Coordinator, Department of Central Store, COEP Technological University Pune-411 005.
8. 100% payment will be paid after satisfactory delivery and work/service.
9. Bill ,Installation Report and documents submit to Department of Central Store, COEP Technological University Pune.
10. Bills, Installation/Inspection Report and documents should be sent in Duplicate along with Delivery Challan. Installation/Inspection Report signed by End-user/Lab.I/c/Lab.Asst, in the name of Vice Chancellor, COEP Technological University Pune.
11. Please specify the make and model of the item.
12. Quotation(s) received after last date of quotation submission will be rejected.
13. Delivery/Work/Service Period and Terms Conditions should be mentioned clearly.
14. Delivery/Work/Service: 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.
15. All following documents/certificates should be provided / attached at the time quotation submission.
 - a) Shop Act License Or Incorporation/ Registration Certificate Copy.
 - b) PAN Card Copy.
 - c) GST Certificate Copy
16. Supply/Work and Installation:- Vendor shall be responsible for successful installation, commissioning and testing of the supplied items/service, COEP

Technological University Pune-411005.Any defective component/device will be replaced by vendor at his cost.

17. Supply/Work/Service Address:- Department of Central Store, Basement of Department of MBA, COEP Technological University Pune
18. The Registrar of COEP Technological University Pune reserves right to reject any one or all the quotation(s) without assigning any reasons there for.

Sd/-
Coordinator
Department of Central Store
COEP Technological University Pune