



COEP TECHNOLOGICAL UNIVERSITY

Shivajinagar, Pune-411005

(A Unitary Technological University of Govt. of Maharashtra)

Building Works Committee

website : www.coeptech.ac.in

Ph: 020-25507254

Email: bwc.office@coeptech.ac.in

COEP Tech / BWC/ Quotation /Engg Exp /Chair /2026-27 / 25

Date: 07/08/2026

Invitation for Quotations for the Supply of Revolving Chair for the Engineering exploration lab at COEP Technological University, Pune.

Tender No.	COEP Tech / BWC/ Quotation /Engg Exp /2026-27 /25
Date of Issue of Quotations:	07/08/2026
End Date of Issue of Quotations :	12/08/2026 at 15:00PM
Tender Description:	Invitation for Quotations for the Supply of Revolving Chair for the Engineering exploration lab at COEP Technological University, Pune.
Start Date of Selling of Quotation:	07/08/2026
Quotation Fee :	Rs.500.00+ 18% GST = 590.00 (non-refundable.)
Pre-bid Date & Location :	• Date :10/08/2026 • Time : 4.00 PM • Location: BWC Office , Applied Mechanics Department, COEP Tech
Delivery Period :	• 20 Days from the date of receipt of the Purchase Order (PO).
Note **	<i>The colour combination shall be finalized mutually.</i>

- Sealed quotations shall be submitted as per the enclosed Annexure-A, Invitation for Quotations for the Supply of Revolving Chair for the Engineering exploration lab at

COEP Technological University, Pune.

- Interested bidders are advised to visit the site for better understanding and clarification before quoting their rates. The site may be visited on any working day between 10:00 A.M. to 05:00 P.M., except Sundays and public holidays.
- Pre-Bid Meeting will be held at the COEP, Pune on 10/08/2026 at 4:00 P.M. at BWC Office , Applied Mechanics Department, COEP Technological University Pune. According, the details will be informed to the interested parties.

Terms and Conditions of the Tender

1. Site Visit & Familiarization - The Contractor shall visit and inspect the site before quoting rates in order to fully understand the site conditions, work environment, accessibility, and scope of work.

Contact Details: Rani Karad BWC Office- Email ID bwc.office@coeptech.ac.in

Contact No.: Ph: 020-25507254

2. The rates quoted for, shall be valid for a period of three months from the date of opening.
3. The bidder shall quote their **lowest competitive rates** for the specified items, conforming to the required quality and specifications, in the format provided in **Annexure-A**.
4. The bid must be received not later than the date & time specified for submitting the same. In case the date of submitting the tender will be declared as holiday by the Govt. of India/ Maharashtra, then next working day will be treated as due date of the tender.
5. Over-writing/ over-typing or erasing of the figures which render it doubtful or ambiguous are not allowed and shall render the tender invalid.
6. The Tender Committee/ Competent Authority of COEP Tech Pune in its discretion, reserves the right to reject or accept any or all the tenders partly or completely, at any time without assigning any reason thereof.
7. Bids once submitted shall not be allowed to be withdrawn or altered.
8. Each tenderer has to certify that all the terms and conditions are acceptable to him.
9. All the pages of quotations including the documents submitted therein must be duly signed and stamped into failing which the offer shall be liable for rejection.
10. Each Tender has to fill in the undertaking as mentioned in '**Annexure B**' stating that whether firm has been blacklisted/banned by any Government Department/Public Sector Undertaking/Autonomous Body or not.
11. The successful tenderer will have to abide by the terms and conditions as may

be fixed from time to time by the Registrar, COEP Tech Pune.

12. Work duration is **20 days** from the date of handing over of site.
13. A penalty will be imposed if the work is not completed within the stipulated time of completion 0.5% per week of the contract value limited to 5% of the final contract value.
14. While submitting the bid document, a scanned copy of the RTGS/NEFT receipt towards payment of the quotation fee should be attached.

Name of the Bank – State Bank of India,

A/c No – 110 994 649 77

Name of the Account – COEP Technological University, Pune

IFS Code – SBIN0010431

MICR Code – 411002060

Branch Code - 10431

Quotation Fee Rs 500.00+ 18% GST = 590.00 (non-refundable.)

15. Security Deposit –
 - The Contractor shall submit an Initial Security Deposit equivalent to 5% of the Contract Value within Seven (7) days from the date of acceptance of the Work Order.
 - Failure to submit the Initial Security Deposit within the stipulated period shall constitute a breach of the terms of the Work Order, and the Employer reserves the right to cancel the Work Order without any further notice or financial liability.
 - The Security Deposit shall be released after expiry of the Defect Liability Period of Sixty (60) months from the date of completion, subject to satisfactory rectification of defects, if any.
 - The Contractor shall rectify all defects observed during the Defect Liability Period at his own cost within the time specified by the Employer.
16. Comprehensive Annual Maintenance Contract (CAMC)
 - The bidder shall provide a Comprehensive Annual Maintenance Contract (CAMC) for the Automatic Sliding Door supplied, installed, tested, and commissioned under this contract for a total period of Three (03) years from the date of successful commissioning.

- The CAMC for the 1st year shall be treated as part of the warranty obligation and shall be included in the purchase order amount without any additional payment, even in case warranty provided by OEM is less than one years. In case OEM provides warranty for more than one years, same shall be extended by the bidder on complete machine or part of the machine or individual components without any additional cost.
17. The Contractor shall carry out regular housekeeping and cleaning activities on a daily basis during the execution period and shall maintain the work area in a clean and safe condition.
 18. The Contractor shall execute the work in such a manner so as not to cause inconvenience, nuisance, obstruction, or disturbance to the functioning of the building/campus.
 19. Unless otherwise specified, the brand / make of the material to be used in the work shall be as mentioned in the item nomenclature, detailed specifications.
 20. The Contractor shall obtain prior written approval from the COEP TECH /Consultant for all materials, makes, finishes, and samples before procurement and installation.
 21. Since the work involves renovation, quantities may vary substantially. Payment shall be made based on actual executed quantities at the accepted quoted rates.
 22. Extra Items / Additional Work - No extra item shall be executed without prior written approval. The Contractor shall obtain written approval for:
Scope of additional work; Rate analysis, Cost impact.
 23. The Contractor shall obtain and maintain valid insurance coverage for all laborers', staff, workmen, equipment, and third-party liabilities as required under applicable laws.
 24. Water and electricity shall be provided free of cost at one designated point only. Further distribution and arrangements shall be made by the Contractor at his own cost.
 25. The Contractor shall attend all review meetings, coordination meetings, and discussions whenever called upon by the Employer, Consultant, or COEP Tech.
 26. Protection of Existing Property - The Contractor shall protect all adjoining areas, windows, furniture, fixtures, equipment, and existing structures from damage during execution. If polycarbonate sheets or other protective systems are required, the same shall be arranged by the Contractor at his own cost.
 27. Material Storage & Security - The Contractor shall arrange barricading and secure

storage for construction materials. Safety and security of all materials, tools, and equipment shall remain solely the responsibility of the Contractor.

28. Safety Compliance - The Contractor shall strictly comply with all applicable safety regulations, labour laws, statutory requirements, and standard SHE (Safety, Health & Environment) practices throughout the execution period.
29. No mobilization advance or material advance shall be paid to the Contractor.
30. Warranty & Documentation - The Contractor shall provide all applicable warranties, guarantees, operation manuals, test certificates, and supporting documents for electrical goods, accessories, fixtures, and installed systems before handover.
31. Indemnity - The Contractor shall indemnify and keep indemnified COEP, its officers, representatives, and consultants against any claims, damages, losses, liabilities, penalties, injuries, or legal proceedings arising out of negligence, non-compliance, or breach of contractual obligations by the Contractor.
32. Jurisdiction - Any dispute arising out of or relating to this contract shall be subject to the exclusive jurisdiction of courts located in Pune, Maharashtra.
33. Even after awarding the said contract, the Tender Committee/Hon'ble Competent Authority reserves the right to terminate the same, if the services of the successful tenderer are not found satisfactory and to entrust the work to another tenderer, and to recover from the successful tenderer, the loss if any, sustained to the COEP Tech, Pune.
34. The payment schedule shall be mutually decided and agreed upon at the time of issuing the Work Order.
35. The last date of submission of quotation complete in all respect is 12/08/2026 at 15:00 PM.

Sd/-

Registrar,
COEP Technological University, Pune

Annexure 'A'
(Quotation submitted by bidder on letterhead)

Sr. No	Description	Unit per	QTY	Rate in figures	Amount
1	• REVOLVING CHAIR-MEDIUM BACK. • SEAT WITH PU MOULDED FOAM FIXED ON 8mm THICKHOT-PRESSED PLYWOOD, • BACK WITH NET FITTED IN FIBER FRAME, • WITH ADJUSTABLE LUMBAR SUPPORT, • WITH FIBER ADJUSTABLE HANDLE, • WITH SOFT PU PADS, • WITH SYNCHRO-TILT MECHANISM WITH SINGLE POSITION LOCKING, • WITH CLASS 4 HYDRAULIC, • WITH HEAVY NYLON BASE WITH REGAL MAKE WHEELS. • Refer Annexure -I	Nos.	154		
	GST (As Applicable)				
	TOTAL Amount				

Sd/-
Registrar,
COEP Technological University, Pune

Annexure -I



Reference Image

Details of the Bidder

1. Name of the Tender :
With address
2. Name of the Contact Persons with :
Telephone/Mobile No./e-Mail Id/
3. GST No.(with copy) :
4. PAN Card No.(with copy) :
5. Whether your firm has been blacklisted/ :
banned by any Government Department/
Public Sector undertaking/ Autonomous
Body: Yes/No (Fill in the Undertaking as
Mentioned in Annexure-B)
6. Whether all the terms and conditions of
COEP Tech Pune are agreeable :
7. Similar works shall include the Supply of
Revolving Chair in Government
Departments, Educational Institutions, Public
Sector Undertakings (PSUs), Corporate
Offices, Hospitals, Commercial Buildings, or
other institutional buildings during the last
five years. :

Dated:

Signature with stamp

ANNEXURE-B

I/we under take that _____(Name of the Company) has not been Blacklisted/Banned by any Government Department/Public Sector Undertaking/Autonomous Body.

Signature of the Authorized
Signature of the Firm/Company/
Organization/Official Stamp/Seal

Date:

Place: