



COEP Technological University

(COEP Tech)

A Unitary Public University of Government of Maharashtra

w.e.f 21st June 2022

(Formerly College of Engineering Pune)

MINDSPARK



Mindspark Office, Students Gymkhana, COEP Technological University, Shivajinagar, Pune - 411005

Phone: (020) 25507009

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COEP TECHNOLOGICAL UNIVERSITY

(Formerly College of Engineering, Pune)

SHIVAJINAGAR, PUNE-411005

Ph:020-2550-7000

Ref: COEP/ MS26/ CFQ_006.

DATE: 03/09/2026

CALL FOR QUOTATIONS

Name of Work- Providing Flexes for MindSpark'26

Respected Sir/Ma'am,

You are requested to submit your most competent quotation for the below-mentioned essentials for MindSpark'26 as per the given terms and conditions.

Sr. No.	Particulars	Qty	dimensions
1	Flex Printing	Lumpsum 5000 sq.ft.	Sizes may vary, Star quality (approx. 300GSM)

Note: The above mentioned is the total area of all flex banners expected to be printed. Size of individual flexes may vary as per requirements. Vendors are expected to submit rate of printing per sq.ft..

The quantity of 5,000 sq. ft. represents the total surface area of all flex banners expected during the event. The actual final square footage may vary slightly ($\pm 10-15\%$) depending on final venue requirements.

- The media to be printed on the flex will be provided by the Mindspark'26 team.
- Banners will be ordered across varying dimensions in separate batches. Sizes will include standard small/medium formats (e.g., 6×4 ft, 4×3 ft) as well as large backdrops (e.g., 50×10 ft). Precise dimensions, artworks, and quantity breakdowns will be provided sequentially as per printing schedules.
- Vendors are strictly required to quote a flat Rate of per Square Foot (₹/sq. ft.). Billing will be calculated strictly on the basis of actual cumulative square footage printed and verified upon delivery.
- The quoted per sq. ft. rate must be comprehensive and all-inclusive. It must include flex media, high-resolution printing, machine cutting, standard border reinforcement/taping, eyelets/grommets punched at standard intervals (1.5 to 2 ft), and heat-welded seams/joints for large formats where required. No separate fabrication or finishing surcharge will be entertained.
- Quoted unit rates shall apply uniformly across all banner sizes. No minimum billing size penalty per piece or minimum order quantity per print run will be applicable.
- Vendor must adhere to a strict turnaround time of 24 to 36 hours from the time of order. Safe delivery and handover at the college campus/venue are mandatory.

Sr. No.	Tender No & Date:	Reference No. COEP/MS26/PRO_006 DATE: 03/09/2026
1.	Issue of Quotation Forms:	03/09/2026 , 5:00PM
2.	Last Date of Receipt of Tenders:	10/09/2026,12:00PM
3.	Opening of Tenders:	Thursday, September 10,2026,3:00PM
4.	Tender Fees:	NIL
5.	Correspondence Address:	Inward/outward Section,Establishment Office, COEP Technological University Shivajinagar ,Pune-411005.

- The details of 1, 2 and 3 will be displayed on the www.coeptech.ac.in

TERMS AND CONDITIONS:

- Sealed quotation to be addressed to “**The Vice Chancellor, COEP Technological University**” and to be submitted at Inward/Outward Section, Establishment Office, COEP Technological University Shivajinagar, Pune 411005 on or before the specified deadline during office hours (10 am to 6 pm).
- All submitted quotations must strictly adhere to the particulars and quantities specified in the Call for Quotation.
- The University reserves the right to reject any or all quotations in case of incomplete, incorrect, or non-compliant submissions.
- Vendors shall submit the required technical specifications and compliance details along with their quotation and shall also provide details of similar works, projects executed previously, including scope of work, and year of execution.
- The University reserves the right to procure any item in any quantity, irrespective of the initial requirement, without providing any justification.
- Quotations must be submitted in a properly sealed envelope clearly mentioning the name and stamp of the firm. Unsealed or improperly sealed envelopes are liable to be rejected by the MindSpark’26 team.
- All relevant supporting documents must be enclosed with the quotation.
- All interested vendors must possess a valid pan card number and a GST number.
- Taxes, transportation, and any additional charges must be **mentioned separately** in the quotation.
- GST will be paid only for those deliverables that fall under GST regulations. Vendors must provide a valid **GST number and GST certificate**. Failure to do so will result in non-payment of the GST component.
- 100% payment will be made **only after completion of MindSpark’26**, and for goods received in good condition.
- **Quantity may vary as per event requirements.**
- Quotation opening date, time and venue will be notified.
- Quotations received after last date of submission will be rejected.
- Quotations should be signed by the authorized signatory.
- The rates mentioned in the quotation must remain valid for a period of **six (6) months** from the date of submission.
- Quotations sent via email will not be accepted and will be disqualified.

1. No advance payment will be made under any circumstances.
2. In case of late delivery of the materials, a penalty amount will be deducted from the total payable.
3. The vendor will be solely responsible for the safety and well-being of their workers and labourers. COEP Technological University will not be liable for any accidents, injuries, or unfortunate incidents.

In Case of queries, contact

Pranav Sant: +91 93565 38951

Saie Sasankar: +91 78209 16752

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