



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

Email: mind-spark@coep.ac.in

COEP TECHNOLOGICAL UNIVERSITY

(Formerly College of Engineering, Pune)

SHIVAJINAGAR, PUNE-411005

Ph:020-2550-7000

Ref: COEP/ MS_26/ CFQ_019

DATE: _____

CALL FOR QUOTATIONS

Name of Work- Providing Cultural requirements 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	Days
1	LED Par	16	2 Days (3 rd - 4 th Oct)
2	Sharpies	4	
3	Haze Machine	2	
4	Avolite	1	
5	Follow Light	2	
6	Jumbo Stand	2	

7	Mini Stand	2	2 Days (3 rd - 4 th Oct)
8	Power Pack	6	
9	Warm LED	8	
10	Drumkit Mics	8	
11	Electric Guitar DI	2	
12	Bass Guitar DI	1	
13	Table Mics	1	
14	Keyboard DI	2	
15	Flute Mic	1	
16	Duff Mic	1	
17	Dholak Mic	1	
18	Instrument mics	2	
19	Violin (Piezo mic)	1	
20	Vocalist Mic (Wired)	4	
21	Monitor	4	
22	32 channel digital mixer	1	

Sr. No.	Quotation No & Date:	Reference No. COEP/MS_26/ESM_004 DATE: 17/09/2026
1.	Date of Issue of Quotation Forms:	17/09/2026 , 6:00 PM
2.	Last Date of Receipt of Quotations:	24/09/2026, 12:00 PM
3.	Opening of Quotations:	24/09/2026, 3:00 PM
4.	Quotation Fees:	NIL
5.	Correspondence Address:	Inward/outward Section, Establishment Office, COEP Technological University Shivajinagar, Pune-411005.

- For more details visit tender tab at 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.
- The worker must be willing to work at night if the infrastructure work remains incomplete. If they are unwilling, the applicable charges will be deducted accordingly.
 - a) For Purchase Orders valued below ₹2,00,000: Penalty at the rate of 0.5% per week of delay, subject to a maximum of 10% of the Purchase Order value.
 - OR
 - b) For Purchase Orders valued at ₹2,00,000 and above: Penalty at the rate of 0.5% per week of delay, subject to a maximum of 5% of the Purchase Order value.
- Quotations sent via email will not be accepted and will be disqualified
- Vendors shall submit the required technical specifications and compliance details along with their quota on 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

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