



COEP Technological University



A Unitary Public University of Government of Maharashtra

w.e.f. 21st June 2022

(Formerly known as College of Engineering, Pune)



NO/COEP/GYM/SWE&ARYARAAS/26-27/Q 115

Date:

INVITATION OF QUOTATION

To,

Subject: Quotation invitation for the supply of Mandap and infrastructure during “Shardiya Navaratri” 2026.

Dear Sir,

You are invited to submit your most competitive quotations for the above mentioned subject as per the specifications given below from 29/09/26 to on or before 6/10/2026 up to 12:00 noon .

ESM:

Sr. No.	Items	Quantity	Duration
1.	Metal Halogen 200 watt	32	15 th October to 19 th October (5 days)
2.	Navhar Yellow warm light	30	15 th October to 19 th October (5 days)
3.	PA SYSTEM 2 BASE 2 TOP, 2 mic + 1DJ operator (5 Days -timing 6-9 pm)	1	15 th October to 19 th October (6 days)
4.	monitor 2 Mic 7 Speaker 2	-	14 th October 2026.
5.	Yellow Light for stage	12	11 th October to 19 th October (10 days)
6.	Small stand mic 2 Large stand mic 5 Hand mic 5 Speaker 4	-	11 th October



Notes

- The quantities mentioned above are approximate and subject to change. Any adjustments in the specified quantities will be communicated to the vendor at the earliest.
- Vendors are requested to provide quotations based on the current estimates. **Final billing will be adjusted according to the actual quantity required.**
- Vendors should be prepared to accommodate minor increases or decreases in quantities without changes in pricing.
- The vendor should provide a valid GST Bill.

Terms and Conditions

1) Submission of Quotation Documents

The quotation documents should be submitted in the prescribed format in a sealed envelope, superscribing **"Quotation for Infrastructure for Arya-Raas & SWE for the Director, Board of Student's Development, COEP Technological University."**

2) Acceptance of Quotation Conditions

2.1 Envelope should be sealed, and quotation should be addressed to **The Director, Board of Student's Development, COEP Technological University.**

2.2 No quotations will be entertained by E-mail/Fax.

2.3 The last date for submission of the quotation document is **6th October 2026, till 12 Noon.** Quotations received beyond the closing date/time will not be accepted and will be rejected/unopened.

2.4 Quotation opening date, time and venue will be notified.

3) Duties, Taxes and Levies

All duties, taxes, and other levies payable by the vendor need to be included in the total price, and break-ups need to be indicated.

4) Part Delivery

Part delivery will be accepted only on demand.

5) Delivery

Delivery will be accepted after prior checking of goods. Delivery should be done to the address mentioned in the purchase order.

6) Advance Payment

No advance payment will be given.

7) Right to Accept or Reject Quotations

The Institute reserves the right to accept or reject any quotations and reject all quotations at any time prior to the award of the contract, without thereby incurring any liability to the affected vendor or vendors or any obligation to inform the affected vendor.

8) Incomplete Quotations

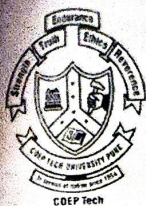
Incomplete quotations will be rejected without consideration.

9) Actual Quantity

The actual quantity will depend on the Institute's requirements. However, quantity may increase/decrease.

10) Immediate Demand

In case any immediate demand (+30%) is created for any deliverable, it would be the sole responsibility of the vendor to provide the same as soon as possible and it is to be delivered at the same cost, as mentioned in the quotations and no extra charges are to be applied for the



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Raas



same.

11) Curtailment of Specifications

In case of any curtailment of the given specifications of the deliverable, the charges of the curtailment would be accordingly deducted.

12) Payment

Payment shall be made for the goods only in good condition after completion of the event.

13) Purchase Order

The detailed terms and conditions regarding the order will be stated in the Purchase Order and need to be followed strictly.

14) PAN and GST

All interested vendors must possess a valid **PAN card number** and also a **GST number**.

15) GST

GST amount will be only provided for the deliverables that come **under the GST rule** and not for all deliverables. Also, a valid GST number and certificate have to be produced, failing to do this would lead to no payment of the GST amount.

16) Quotation Language and Pricing

Offers in the quotation should be written in **English** and the price should be written in **both, figures and words**.

17) Supporting Documents

The relevant supporting document(s) should be enclosed along with the offer.

18) Sealed Envelopes

Envelopes of quotation should be individually sealed and super-scribed with **quotation number and due date of submission**.

19) Right to Cancel Quotation

The Director, Board of Student's Development, COEP Technological University and the Faculty Advisor for Aarya-Raas & SWE have the final rights to cancel the quotation without any reason.

20) Late Delivery

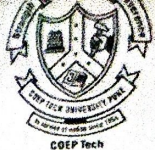
In case of the late delivery of the particulars, the penalty amount would be deducted from the final payment.

21) Cancellation of Purchase Order

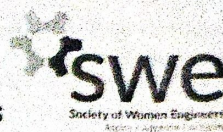
The Institute reserves the right to cancel the purchase order before making a payment if the vendor fails to complete the order.

22) Safety of Workers

The vendor is solely responsible for the safety of the workers and labourers and **COEP would not be held responsible for any accidents and misfortunes.**



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