



COEP Technological University

(COEP Tech)

A Unitary Public University of Government of Maharashtra

w.e.f 21st June 2022

(Formerly College of Engineering Pune)

CALL FOR QUOTATIONS

**Name of Work- Providing Servicing & Repairing of
Laptop Screen**

Ref: COEP TECH/EED/Laptop Repair/2025/162

Date:29/09/2025

Website: <https://www.coep.org.in>

020 – 2550 – 7409 / 020 – 2550 – 7424

Cost of document: NIL



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Ref: COEP TECH/ EED/Laptop Repair/2025/162

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CALL FOR QUOTATIONS

Name of Work: Providing Servicing & Repairing of Laptop Screen

You are invited to submit your most competitive quotation for Providing Servicing & Repairing of Laptop Screen at Electrical Engineering Department, COEP Technological University, Pune. The details are as below.

Sr. No.	Item with specifications	Unit	Qty.	Unit Rate in Rs.	Total Amount in Rs.
1	Laptop Repairing- HPX360-435G7/16Gb/512Gb/Dos/13.3" Notebook LapTop	No.	01		
				Total Rs.	
				GST % Rs.	
				Grand Total Rs.	
	Note: 1) Complete Servicing & testing will be in the scope of the contractor.				

1	CALL FOR QUOTATIONS No. and Date	Ref.No.: COEP TECH/ EED/Laptop Repair /2025/ Date:29/09/2025
2	Issue of quotations forms	29/09/2025
3	Last date of submission of quotations forms	06/10/2025 by 14:00 Hours
4	Opening of quotations forms	07/10/2025 by 16:00 Hours
5	quotations forms Fees	NIL
6	Correspondence Address	Electrical Engineering Department, COEP Technological University, Pune, Wellesley Road, Shivajinagar, Pune 411005

Terms and Conditions:

1. Sealed quotation to be addressed to “The Vice-Chancellor, COEP Technological University” and to be submitted at Electrical Engineering Department, COEP Technological University, Shivajinagar, Pune-411005 on or before the specified deadline during office hours (9 am to 5 pm).
2. All submitted quotations must strictly adhere to the particulars and quantities specified in the Call for Quotation.
3. Quotations received after last date of submission will be rejected.
4. Quotations should be signed by the authorized signatory.
5. The rates mentioned in the quotation must remain valid for a period of six (6) months from the date of submission.
6. Quotations sent via email will not be accepted and will be disqualified.
7. The University reserves the right to reject any or all quotations in case of incomplete, incorrect, or non-compliant submissions.
8. 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
9. All following documents/certificates should be provided / attached.
 - a. Shop Act License/Incorporation Certificate/Firm Registration Certificate Copy.
 - b. PAN Card Copy
 - c) GST Certificate Copy
10. All interested vendors must possess a valid pan card number and a GST number.
11. The Vendor shall acknowledge and accept the Purchase Order within 2 days from the date of issuance of Purchase Order.
12. Taxes, transportation, and any additional charges must be mentioned separately in the quotation.
13. 100% payment will be made only after completion work of repairing, servicing & testing of laptop.
14. Quotation opening date, time and venue will be notified.
15. No advance payment will be made under any circumstances.
16. In case of late delivery of the servicing penalty amount will be deducted from the total payable. 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.
17. Bidder must visit to the Electrical department and check the condition of laptop before quoting the bid at COEP Technological University, Pune with pre appointment.

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Head
Department of Electrical Engineering
COEP Tech. Pune