



COEP Technological University

A Unitary Public University of Government of Maharashtra
w.e.f 21st June 2022
(Formerly College of Engineering Pune) Shivajinagar, Pune-411005.

ANNUAL GATHERING 2026

Outward No.: COEPTech/BOSD/GATH /2025-26/ESM/ 483

Date: 22.12.2025

INVITATION OF QUOTATION

To,

Dear Sir/Ma'am,

Subject: Invitation of Quotations for Gathering'26 for supply of Electronic Systems required for Campus Decorations, ANC and Refreshments.

Sealed quotations are invited in **Indian Rupees (INR) only** for the supply of **ESM for Campus Decorations, Refreshments and Art & Crafts** for the **Annual Gathering 2026**, scheduled from **06th to 11th January 2026**.

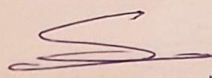
Last date for Accepting quotations: 30th December 2025 up to 12:00 Noon.

Date of opening of quotations : 30th December 2025 at 3:00pm.

The detailed list of requirements with full specifications, terms & conditions is stated below.

A) CAMPUS DECORATIONS

SR. NO.	DESCRIPTIONS	QTY	DURATION
1	METAL HALIDES (White 200 W)	40	6 DAYS FROM 06/01/2026 TO 11/01/2026
2	METAL HALIDES (Amber 200 W)	20	
3	METAL HALIDES (Green 200 W)	20	
4	RGB LED FLOOD LIGHTS (200 W)	60	
5	WARM LED Par LBT (200 W)	20	
6	PAPER BALL	100	
7	LED STRIP LIGHTS (Electrical)	70 metre	
8	RICE BALL	50	
9	NIGHT UMBRELLA / ANY OTHER ALTERNATIVE	50	
10	STRING LIGHTS (For Tree)	30 metre	
11	LED ROPE LIGHT (LED pixel and LED Mala for college building)	130 metre	


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12	SUBWAY LIGHTING	24	
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B) REFRESHMENT

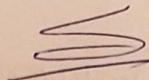
Sr.No.	DESCRIPTION	Qty	Duration
1	FLOOD LIGHT (WHITE 200 W)	20	4 DAYS FROM 08/01/2026 TO 11/01/2026
2	FLOOD LIGHT (YELLOW 200 W)	10	
3	PA SYSTEM SET (with 50 ft wire)	1	
4	EXTENSION BOARD	14	
5	FLOOD LIGHT (GREEN 200 W)	10	
6	LED FLOOD LIGHT (WHITE 200W)	20	

C) Art & Crafts (ANC)

Sr. No.	SPECIFICATION	Qty	Duration
1	HALOGEN LIGHTS (White)	14	4 DAYS FROM 08/01/2026 TO 11/01/2026
2	HALOGEN LIGHTS (Yellow)	4	
3	UV TUBE LIGHTS (blue)	12	
4	PLUG POINTS	8	
5	(LED PAR)	8	

Terms & Conditions

1. Please send your quotation in a sealed envelope in the name of "Director, Board of Students Development, COEP Technological University, Pune."
2. The University reserves the right to accept or reject any or all tenders and to order any item in any quantity without assigning any reason.
3. The Vice-Chancellor has the authority to cancel any quotation at any time without assigning any reason.


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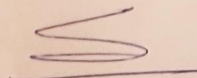
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4. The quotation must be sent in a sealed envelope mentioning the name of the firm along with the stamp. **In case the envelope is not sealed, it shall be deemed cancelled.**
5. **Fax and email quotations are not acceptable.**
6. All interested vendors must possess a **valid PAN card number** and a **GST number (if applicable)**. All taxes must be **clearly mentioned**.
7. GST amount will be only provided for the deliverables that come under GST rule and not for all deliverables. Also, a valid GST number and certificate has to be produced, failing to do this will lead to no payment of the GST amount.
8. The issued work order must be accepted immediately upon intimation by COEP Tech through phone or e-mail. Failure to do so will result in the work being awarded to the next competitive vendor.
9. The rate should be **F.O.R. destination**.
10. **No advance payment** will be given. **100% payment** shall be made only for goods in good condition and **only after successful completion of the event**.
11. Non-availability of complete service by the vendor will result in a **penalty of 50% and 100% of the work order value for 1 day and 2 days, respectively**.
12. Non-availability of service due to fault or absence of material/device/equipment/operator will result in a **penalty of 5% of the rental price of non-available items** for delays exceeding **5 minutes**. Penalties will be applied in multiples of 5 minutes, with a proportional penalty for each increment.
13. COEP Technological University, Pune may **increase or decrease the quantity of required items** in the work order or at the time of installation as per site requirements. Bills will be paid **only for the actual quantity used**. Point number **(16)** overrides this clause.
14. The quotation must be provided as **per the given format**, without any change in quantity or product.
15. The material received by the University for events will be **inspected for quality and correctness**. Material not conforming to quality norms will be rejected. The supplier shall remove rejected material **at their own cost**. No payment will be made for rejected material.
16. COEP Tech shall have complete discretion regarding **cancellation or addition of events** on scheduled dates. The time and duration of any event may be reduced or increased. The vendor shall provide services as per the time suggested by the Event Head or COEP staff on the stipulated dates. The vendor shall remain available **from 9:00 AM to 10:00 PM** on all event dates.
17. The vendor shall not have any say in case of changes in the program and agrees to provide services as per the specified dates and timings.
18. In case the quantity of any item in the work order is not utilized by COEP Tech, irrespective of the reason, such items shall be permitted for return, and charges shall be paid **for only one day** as per the quotation rates.
19. The vendor is solely responsible for the **safety, damage, or theft** of supplied items. COEP Tech shall not be responsible for the same.
20. The vendor is solely responsible for the **operation and functioning** of all supplied items and shall not transfer this responsibility to COEP Tech students or staff.


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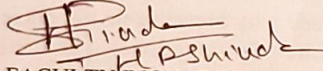
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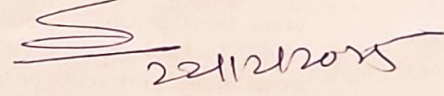
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21. The vendor is solely responsible for the **safety of workers and laborers**, and COEP Tech shall not be held responsible for any accidents or mishaps.
22. COEP Technological University, Pune shall not be responsible for any damage to items caused due to **natural calamities** (rain, wind, sunlight, etc.).
23. The Vendor shall not **impose any additional terms and conditions** beyond the stipulated by COEP Technological University, which the Vendor must adhere to.
24. Further details of this quotation and relevant information are available at the **Gymkhana Office, COEP Technological University, Pune.**
25. Vendor is solely responsible for providing and installing all necessary materials, wiring, and supporting infrastructure required for campus decoration—including paper balls, rice balls, umbrellas, and related elements—at their own cost.
26. The vendor is solely responsible to take power supply from DB's is indicated by the university. The required cables, wiring and switches should be provided by vendor.
27. Sealed quotations should be submitted to the **Gymkhana Office, COEP Technological University, Wellesley Road, Shivajinagar, Pune – 411005.**
28. **For any query, please contact**
Mr. Krushna Bankar: 7498992277

Mr. Ajay Karhade: 9699567046


FACULTY INCHARGE
ESM GATHERING '26


DR. S.V. WAGH
FACULTY ADVISOR
GATHERING '26