



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/PURCHASE/ 481

Date: 19/12/2025

INVITATION OF QUOTATION

To,

Subject : Quotation invitation for the Purchase I- Cards for Gathering 2026 From 6th Jan to 11th Jan 2026.

Respected Sir/ Ma'am,

Sealed quotations are invited for the following items in Indian Rupees (INR) only, for the work of **Purchase for Gathering I- cards** as per the given Specifications and terms and conditions.

Last date for the receipt of the sealed quotation: **26th December 2025 upto 4.00 noon.**

Particular	Quantity
I-cards (Medium size)	300 Nos.

Terms & Conditions are as below:

1. Please send your quotation in sealed envelope in the Name of "Vice Chancellor, COEP Technological University, Pune".
2. The Institute reserves the right to accept the tenders or may reject any or all tenders and to order any of the item in any quantity without assigning reasons.
3. The Vice-chancellor has the authority to cancel any quotation anytime without any reason.
4. The quotation shall be sent in a sealed envelope mentioning the name of The firm along with the stamp. In case the envelope is not sealed then COEP Tech reserves the right to cancel it.
5. All interested vendors must possess a valid pan card number and a GST number. The taxes must be mentioned separately.
6. Fax and email quotations are not acceptable.



COEP Technological University

A Unitary Public University of Government of Maharashtra

w.e.f 21st June 2022

(Formerly College of Engineering Pune) ShilvaJinagar, Pune-411005.

ANNUAL GATHERING 2026

7. Issued work order shall be accepted immediately as an when informed by COEP Tech on phone or e-mail failing which the order will deem to be cancelled.
8. The rate should be for "F.O.R." destination.
9. No advance payment will be given.100% payment shall be made for the goods only in good condition after completion of the event.
10. Non availability of complete service by vendor will result into penalty of **50% and 100%** of work order for 1 day and 2 days respectively.
11. Non availability of service due to fault or absence of material/device/ equipment/ operator will result penalty of 5% and 20% of rent price of non-available items for more than 5 and 30 minutes respectively.
12. COEP Technological University, Pune may increase or decrease quantity of required items in work order as per requirement of the site. Bills will be paid only for the actual used quantity of items. Point number (18.) overrides this clause.
13. Quotation must be provided as per the given format without change in quantity or the product.
14. The material received by the college for events will be inspected for quality and corrections. The material not confirming the quality norms will be rejected. Supplier will have to remove the rejected material at his own cost. No payment will be made for rejected material.
15. COEP Tech will have complete discretion of cancellation or addition of event on scheduled dates. Also, the time and duration of any event may be reduced or increased. The vendor will give their services as per time suggested by the event head or COEP staff on stipulated dates of events. The vendor will always be ready between 9 am to 10 pm on all dates mentioned for events.
16. The vendor will not have any say in case of any change in the program. Vendor is agreed to provide services as per date and given time.
17. In case quantity of any item in work order is not utilized by the COEP Tech irrespective of any reason such items will be permitted for their return and charges will be paid for only one day of such items as per quotation rates.
18. The vendor is solely responsible for the safety or damage or theft of supplied items. COEP Tech will not be responsible for safety or damage or theft of supplied items.
19. The vendor is solely responsible for the operation and working of all supplied items and vendor will not transfer this responsibility to COEP Tech students or staff.
20. The vendor is solely responsible for the safety of the workers and labours and COEP would not be held responsible in any accidents and misfortunes.
21. COEP Technological University, Pune will not be responsible for any damage of items caused due to Natural Calamities (Rain, Wind, Sunlight etc.)
22. Further details of this quotation and the relevant information are available in the Gymkhana office, COEP Technological University, Pune.
23. **The vendor which will be awarded with work orders should supply one I-card as a sample piece on his own cost. After evaluation of the sample by authority the further order will be confirmed.**
24. **Opening of Tender will be held on 29th December 2025, 12 PM**



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

25. Quotation Should be submitted to Inward Section COEP Technological University ,
Shivajinagar, Pune- 411005.
26. For any query, please contact
Viraj Mohite: 7757994611

Dr. Vijay Thavale
Purchase Faculty Advisor
Gathering'26

Dr. S. V. Wagh
Faculty Advisor
Gathering'26