



COEP TECHNOLOGICAL UNIVERSITY

PUNE STARTUP FEST'26

(Flagship Event of COEP Technological University)



Reference No: COEPTECH/PSF'26/TROPHY /2025-26/

Date: -29/12/2025

Submission: Quotation Invitation for Trophy and Memento Requirements for Pune Startup Fest'26.

Respected Sir/Ma'am,

You are requested to submit your most competitive quotation for the below-mentioned requirements for 'Pune Startup Fest 2026' to be held on 17th & 18th of January 2026 as per mentioned terms and conditions on or before 12 pm on 06/01/2026.

The estimated quantities for the items are:

Sr. No.	Description	Specifications	Approx. Quantity
1.	Trophies	Acrylic trophies Size: 5.5" x 11" Thickness: 8 mm Engraved According to design	8
2.	Trophies	Wooden trophies with foil Size: 11"x 6.5" Thickness: 8 mm Engraved According to design	33
3.	Memento	Size:9" x 9" Wooden plaque Engraved according to design Refer image 1	25
4.	Medals	Diameter: 2.5" Premium quality including medal strap. <ul style="list-style-type: none">▪ 15 GOLD▪ 15 SILVER▪ 15 BRONZE	45

Contact: 7387907335

Email Address: secretary.psf@coep.ac.in

www.punestartupfest.in



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Image-1 Memento Design Sample

Terms and Conditions:

1. Quotations should be Strictly Submitted in Inward Office of COEP Tech University on official company letterhead with signature and company stamp Marked on it. Fax and Email quotation are not acceptable.
2. Quotations shall be submitted in sealed Company envelope. The Vendor Should put his cross signature on the Sealing of the envelop
3. The Quotation Submitted by hand through any student/faculty/staff will not at all be accepted. Quotations should be Strictly Submitted in Inward Office Only
4. The Quotation Should be addressed to,
The Director, Board of Students Development,
COEP Technological University, Pune - 411 005.
Kind attention: Dr Prakash S. Shinde, Faculty Advisor, PSF26
Mechanical Engineering Department
5. 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.



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6. The vendor shall not impose any additional terms and conditions beyond those stipulated by COEP Technological University, which the vendor must adhere to.
7. All interested vendors must possess a valid pan card number and a GST number. The taxes must be mentioned separately.
8. The rates shall be valid for 90 days. Any difference in the rates in Work Order/ Purchase Order and Final Invoice without any valid reason will be liable for penalty.
9. The taxes, freight, packing and forwarding charges if any be quoted in Indian Rupees separately.
10. All the deliverables that are mentioned for the period of two days (17th and 18th January 2026) must be completed in all manner before 2:00 pm on 15th January 2026.
11. The Vendor Should be ready to provide additional requirements mentioned in the final purchase order.
12. **Delayed supplies:** The penalty conditions are applicable for late delivery as per norms.
 - a) At the rate of 0.5% per week; maximum limit of 10% shall be charged in case of PO value less than 2 Lakh
OR
 - b) At the rate of 0.5% per week; maximum limit of 5% shall be charged in case of PO value is 2 Lakh or above.
13. The Vendor Should be ready to provide additional requirements mentioned in the final purchase order.
14. **Payment will be paid after the satisfactory completion of work. No advance will be paid.**
15. Supply: - Vendor shall be responsible for the successful completion of work. Any defective item will be replaced by the vendor at his cost.
16. The Vice Chancellor of COEP Technological University reserves the right to accept the quotation or may reject any or all quotations and order any of the items in any quantity without assigning reasons.
17. Quotation will be opened on **6th January, 2026 at 02:00 PM** in New Mechanical Building, COEP Technological University, Pune.
18. **All the safety measures to be taken care by vendors.**
19. **The Items mentioned in Requirement table can be moved between the two venues if requirement arises.**
20. In case of any queries, Vendor should contact PSF'26 office on the below mentioned numbers:
Mr. Parth Dhote - +91 8530652058
Mr. Mohit Kandalkar - +91 7385498601

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Faculty Advisor
Pune Startup Fest'26



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INSTITUTION'S
INNOVATION
COUNCIL
(Ministry of HRD Initiative)



COMPANY LETTERHEAD

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				Total Amount Without GST	
				Total GST	
				Total Amount with GST	