



COEP Technological University
 A Unitary Public University of Government of Maharashtra
 w.e.f 21st June 2022
 (Formerly College of Engineering Pune)

Department of Mechanical Engineering
 Wellesley Road, Shivajinagar, Pune-411005, Maharashtra, India

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Enquiry Letter

Sealed Quotation are invited by the Department of Mechanical Engineering, COEP Technological University Pune from reputed vendors/reseller/suppliers/service providers for the “Repair and maintenance of Air Conditioning system in Electrical Engineering-NATU building”

Enquiry Number: -	COEPTech/MECH/NATUBUILD/2026/2040			
Enquiry opening Date and Time: -	11/03/2026, Time: 10 am			
Description & Qty: -	Sr. No.	Items	Quantity	Unit
	1	Blue Star VRF System Cassette AC Copper Piping Adjustment Work	40	Nos.
	2	Communication Wire Checking and Electrical supply Checking	80	mtr
	3	Drainpipe Repair	80	mtr
	4	New Drainpipe Installation with Insulation	10	mtr
	5	Insulation repair	10	mtr
	6	Cassette AC Support Rod Fixing, Level Correction	40	Nos.
	7	Blue Star – VRF Cassette AC Dry Servicing – All Units.	50	Nos.
	8	Blue Star VRF System Commissioning, Testing & System Start-up Charges, 28 HP	01	Nos.
	9	Blue Star VRF System Commissioning, Testing & System Start-up Charges, 12 HP	01	Nos.
10	Blue Star – VRF System Refrigerant Gas (R410A) – Refrigerant gas supply and charging for VRF AC system with labour charges.	40	kg	
Location:-	NATU building, Electrical Engineering Department			
Quotation Submission closing Date@ Time:-	Up to 17/03/2026 @ 4.00pm			
Quotation Submission Place:-	Inward office, Establishment section, COEP Technological University, Wellesley Road, Shivajinagar, Pune-411005			
Quotation Opening Place:-	Head, Department of Mechanical Engineering, COEP Technological University, Wellesley Road, Shivajinagar, Pune-411005			

Terms & Conditions: -

1. Fax and Email quotation are not acceptable.
2. The taxes should be quoted in Indian Rupees separately.
3. Rates should include transportation, material handling, loading and unloading charges or any other relevant charges. Ladder and any supporting equipment must be arranged by the service provider only.
4. The rates shall be valid for 90 days.
5. Work should be completed within five days from the date of receiving the work order.
6. Quotations shall be sent in sealed envelopes clearly marked Quotation for “Repair and maintenance of Air Conditioning system in Electrical Engineering-NATU building”, and write Enquiry Number, Enquiry opening and closing date along with time.
7. Quotations should be addressed to The Head, Department of Mechanical Engineering, COEP Technological University Pune-411 005.
8. 100% payment will be paid after satisfactory delivery, installation and commissioning/work.
9. Quotation(s) received after last date of Quotation submission will be rejected.
10. Delivery/Work Period and Terms Conditions should be acceptable to the vendor without any deviation.
11. Delivery/Work: The penalty conditions are applicable for late delivery as per Government norms.
 - a) at the rate of 0.5 % per week; maximum limit of 10% shall be charged in case of PO value is 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 and above.
12. All following documents/certificates should be provided / attached at the time quotation submission.
 - a) Shop Act License/Incorporation Certificate/Firm Registration Certificate Copy.
 - b) PAN Card Copy
 - c) GST Certificate Copy
13. Optional items should be quoted in separate sheets otherwise your quote will be rejected
14. Supply/Work and Installation: - Vendor shall be responsible for successful installation, commissioning and testing of the supplied items, any defective component/device will be replaced by vendor at his cost.
15. The Registrar of COEP Technological University Pune reserves right to reject any one or all the quotation(s) without assigning any reasons there for.

Sd/-

Head
Department of Mechanical Engineering
COEP Technological University