



DEPARTMENT OF  
INSTRUMENTATION & CONTROL ENGINEERING

COEP TECHNOLOGICAL UNIVERSITY, PUNE, 411005  
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ENQUIRY LETTER

Sealed Quotations are invited by the Department of Instrumentation and Control Engineering, COEP Technological University Pune from reputed manufacture/vendor/service provider for the providing materail/services.

Enquiry Number :-	COEPTech/Instru/Enq/ Video Conferencing System /2025-26/ 122
Enquiry Date:-	06/03/2026
Material/Service Description & Qty:-	<b>Video Conferencing System &amp; Audio Conferencing Device</b> Detailed Specifications/Requirement are mentioned in Annexure 'A'
Location:-	Conference Room (First Floor, Instrumentation and Control Engg. Department) COEP Technological University Pune-411005
Quotation Submission Date@ Time:-	Up to 16/03/2026 @ 4.00 pm
Quotation Submission/ Opening Place:-	Departmental Office (Ground Floor) Department of Instrumentation and Control Engineering, COEP Technological University Pune-411005

**Terms & Conditions:-**

1. Fax and Email quotation are not acceptable.
2. The taxes, GST, insurance, freight, packing and forwarding charges if any are quoted in Indian Rupees separately & clearly.
3. Validity: Quotation Validity at least 10 days from the due date.
4. Quotations shall be sent in sealed envelopes clearly marked. Quotation for **Video Conferencing System & Audio Conferencing Device**, Conference Room (First Floor) Instrumentation and Control Engg. with Enquiry Number, Enquiry date and Enquiry due date addressed to The Registrar, COEP Technological University Pune-411 005.
5. 100% payment will be paid after satisfactory completion of work.
6. Delivery/Working Period and Terms Conditions should be mentioned clearly.
7. Delayed supplies: The penalty conditions are applicable for the late delivery/working as per norms.
8. Optional items should be quoted in separate sheet otherwise your quote will be rejected.
9. The Vice Chancellor, COEP Technological University Pune-411 005 reserves rights to reject any one or all the quotation(s) without assigning any reasons therefore.

Head,

Department of Instrumentation and Control Engg.  
COEP Technological University Pune

**Annexure 'A'**

**(Quotation submitted by bidder on letterhead)**

Sr. No	Product Description	Quantity
1	<b>Video Conference Camera</b> , Ultra-detailed 20x optical zoom, Pan: ±170°   Tilt: -30° to 1 +90°, Video outputs: USB 3.0, HDMI, 1GbE with PoE, 3G-SDI, Streaming: RTSP and RTMP, Control ports: RS232, RS422, RS485, LAN, and remote control	1
2	<b>AUDIO CONFERENCING DEVICE</b> Small, lightweight design powered by USB brings portability to the office. Equipped with multiple, market-leading sound signal processing technologies to achieve enhanced communication Three high-performance unidirectional microphones automatically track voice directions, enabling human voices to be focused on and picked up clearly. The sufficient maximum loudness of 91 dB) and the broad frequency bandwidth for playback (190-20,000 Hz) enable stress-free communication Two daisy-chained units can support about 10 participants in a meeting. "Plug-and-play" connectivity with driver-less USB, Bluetooth, NFC and audio in/out connection interfaces allow options for true flexibility High compatibility with all UC applications Sophisticated product design blends into any conference space Simple and intuitive user interface	1
3	USB 3.0 Active Extension Cable 12 Mtrs	1

PAN No:-.....

GST Registration No:-.....

Signature:-.....

Name:-.....

Address:-.....

Company Rubber Stamp:-.....

OIC



Head

Department of Instrumentation and Control  
COEP Technological University Pune