



# COEP TECHNOLOGICAL UNIVERSITY

Shivajinagar, Pune-411005

(A Unitary Technological University of Govt. of Maharashtra)

Building Works Committee

website : [www.coeptech.ac.in](http://www.coeptech.ac.in)

Ph: 020-25507200

Email: [bwc.office@coeptech.ac.in](mailto:bwc.office@coeptech.ac.in)

Ref No.: COEP Tech / BWC/ Quotation / MiniAudi/consultant /2026-27 /05

Date: 24/04/2026

## Request for Quotation Consultancy Services for Renovation of Mini Auditorium at COEP Technological University, Pune

Tender No.	COEP Tech / BWC/ Quotation / MiniAudi/consultant /2026-27 /05
Start Date:	24/04/2026
End Date:	30/04/2026 at 05:00PM
Date of opening:	02-05-2026
Tender Description:	Request for Quotation Consultancy Services for Renovation of Mini Auditorium at COEP Technological University, Pune
Start Date of Selling of Quotation:	24/04/2026
End Date of Selling of Quotation:	30/04/2026 at 05:00PM

Sealed quotations, as per the enclosed **Annexure-A**, are invited for Request for Quotation (RFQ) for Consultancy Services for Renovation of Mini Auditorium at COEP Technological University, Pune.

The work shall be undertaken on an “as is where is and whatever there is basis” at the Mini Auditorium of COEP Tech, Pune.

Interested bidders are advised to visit the site for better understanding and clarification before quoting their rates. The site may be visited on any working day between 11:00A.M to 04:00P.M. except Sunday and public holidays.


Contact Details: BWC Office- Email ID - [bwc.office@coeptech.ac.in](mailto:bwc.office@coeptech.ac.in)

Contact No.: Ph: 020-25507200

## **Terms and Conditions of the Tender**

1. The rates quoted for shall be valid for a period of three months from the date of opening.
2. The tenderer has to quote their lowest applicable rates, if any, in the format provided in Annexure A.
3. The bid must be received not later than the date & time specified for submitting the same. In case the date of submitting the tender will be declared as holiday by the Govt. of India/ Maharashtra, then next working day will be treated as due date of the tender.
4. Over-writing/ over-typing or erasing of the figures which render it doubtful or ambiguous are not allowed and shall render the tender invalid.
5. The Tender Committee/ Competent Authority of COEP Tech Pune in its discretion, reserves the right to reject or accept any or all the tenders partly or completely, at any time without assigning any reason thereof.
6. Bids once submitted shall not be allowed to be withdrawn or altered.
7. Each tenderer has to certify that all the terms and conditions are acceptable to him.
8. All the pages of quotations including the documents submitted therein must be duly signed and stamped into failing which the offer shall be liable for rejection.
9. Each Tender has to fill in the undertaking as mentioned in 'Annexure B' stating that whether firm has been blacklisted/banned by any Government Department/Public Sector Undertaking/Autonomous Body or not.
10. The successful tenderer will have to abide by the terms and conditions as may be fixed from time to time by the Registrar, COEP Tech Pune.
11. **Scope of Work**
  - a. Preparation of design and conceptual drawings based on acoustical calculations, including 3D perspectives/renderings and Good for Construction (GFC) drawings for the auditorium
  - b. Providing detail drawings and specification for proposed work as and when required.

- c. Providing acoustical Consultancy for the proposed auditorium.
  - d. Designing for AV equipment's
  - e. Coordination with structural for the proposed work.
  - f. Supervision and inspection on site from time to time as and when required and mutually agreed upon.
  - g. The civil contractor and electrical contractor shall coordinate effectively to ensure the smooth and timely completion of the work.
  - h. Check and report to Client about the quality of material brought into for the Project in consideration to the agreed specifications.
  - i. Preparation of BOQ, Specification and Tender document for bidding processes.
12. While submitting the bid document, the scan Copy of RTGS/NEFT receipt towards the purchase of tender & EMD should be attached.
- Name of the Bank – State Bank of India,  
A/c No – 110 994 649 77  
Name of the Account – COEP Technological University, Pune  
IFS Code – SBIN0010431  
MICR Code – 411002060  
Branch Code - 10431
- EMD: Rs 10,000/- (refundable)**  
**Quotation Fee Rs 500.00+ 18% GST = 590.00 (non-refundable.)**
13. The Defect Liability Period shall extend until the successful completion of the Defect Liability Period of the Construction Contractor, as specified in the agreement with the Contractor, and services shall be provided throughout this period accordingly.
14. Even after awarding the said contract, the Tender Committee/Hon'ble Competent Authority reserves the right to terminate the same, if the services of the successful tenderer are not found satisfactory and to entrust the work to another tenderer, and to recover from the successful tenderer, the loss if any, sustained to the COEP Tech, Pune.
15. The payment schedule shall be mutually decided and agreed upon at the time of issuing the Work Order
16. The last date of submission of quotation complete in all respect is 30/04/2026 at 05:00 PM.

  
Registrar,  
COEP Technological University, Pune



ANNEXURE-A

# COEP TECHNOLOGICAL UNIVERSITY

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## Request for Quotation Consultancy Services for Renovation of Mini Auditorium at COEP Technological University, Pune

### Details of the Bidder

1. Name of the Tender :  
With address
2. Name of the Contact Persons with :  
Telephone/Mobile No./e-Mail Id/
3. Details of Rates:

**The rate shall be quoted on a percentage basis :**

4. GST No.(with copy) :
5. PAN Card No.(with copy) :
6. Whether your firm has been blacklisted/ :  
banned by any Government Department/  
Public Sector undertaking/ Autonomous  
Body: Yes/No (Fill in the Undertaking as  
Mentioned in Annexure-B)
7. Whether all the terms and conditions of  
COEP Tech Pune are agreeable :
8. Similar works shall include each project  
comprising an auditorium / conference hall  
with a minimum seating capacity of 250  
persons or more. :

Dated:

Signature with stamp

ANNEXURE-B

I/we undertake that \_\_\_\_\_ (Name of the Company) has not been Blacklisted/Banned by any Government Department/Public Sector Undertaking/Autonomous Body.

Signature of the Authorized  
Signature of the Firm/Company/  
Organization/Official Stamp/Seal

Date:

Place: