

Date: 31 /01/2023

**Subject:** Call for Quotations for Infrastructure Portfolio’s requirements for Zest’23 Main fest.

You are requested to submit your quotations mentioning “Quotation of the Particulars as mentioned for Main Event for ZEST’23 for The Vice-Chancellor, COEP Technological University” in a sealed envelope as per the specification given below at the earliest by 5<sup>th</sup> February 2023.

Sr. No.	Particulars	Length(ft)	Breadth(Ft)	Quantity	No. of days
1	Buffet Tables with frills and table cloth(6ft*2ft)	6	2	58	3
2	Fiber chairs with hand resting w/o cushion.			260	3
3	Stage 7 feet above the ground Masking on the top and the backside with carpet on the floor	30	20	1	3
4	Box arch	15	15	1	3
5	Umbrella	Diameter = 4		25	3
6	Bamboo Fencing covered with black masking (2 bamboo horizontal)	700	H=4		3
7	China Tents			15	3
8	Masking for hall of fame	170	H=12	1	3
9	Mandap over the corridor between the hall of fame	75	12	1	3
10	metal steps 3	10	6	2	3
11	Steel and Bamboo Galleries of (8 front step+3 back step) steps each and 110 feet long with top side covering(8 step front and 4 steps backside)and*mat on steps	110	30	1	3
12	Masking	180	12	1	3



**Note:**

- There may be minimal change in the above particulars. We shall immediately inform you if any of the above-mentioned particulars is changed. As for now please quote the prices for the above-mentioned particulars.
- The vendor office should be registered in Pune.  
The event is from 11<sup>th</sup> February to 13<sup>th</sup> February.

**Terms and Conditions:**

**1. Submission of Quotation Documents.**

The quotation documents should be submitted in the prescribed format in a sealed envelope, superscribing “Quotation of the Particulars as mentioned for Main fest for ZEST’23 for The Vice-Chancellor, COEP Technological University”.

**2. Acceptance of Quotation conditions-**

**2.1** Envelope should be sealed, and quotation should be addressed to The Vice-Chancellor, COEP Technological University.

**2.2** No quotation(s) will be entertained by E-mail/Fax.

**2.3** The last date for submission of the quotation document is 5<sup>th</sup> February 2023, till 6:00 PM. Quotations received beyond the closing date/time will not be accepted and will be rejected, unopened.

**2.4** Quotation opening date, time and venue will be notified.

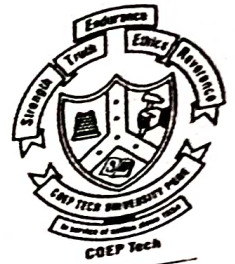
**3.** All duties, taxes, and other levies payable by the vendor need to be included in the total price and break up needs to be indicated.

**4.** The Institute reserves the right to accept or reject any or all quotations.

**5.** Part delivery will be accepted only on demand.

**6.** Delivery will be accepted after prior checking of goods. Delivery should be done to address mentioned in the purchase order.

**COEP Tech**



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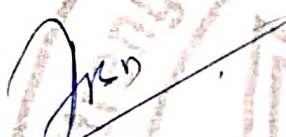
7. No advance payment will be given.
8. The Institute reserves the right to accept or reject any quotations and reject all quotations at any time prior to the award of the contract, without thereby incurring any liability to the affected vendor or vendors or any obligation to inform the affected vendor.
9. Incomplete quotations will be rejected without consideration.
10. The actual quantity will depend on the Institute's requirements. However, quantity may increase/decrease.
11. If in case any immediate demand (+15%) is created for any deliverable it would be the sole responsibility of the vendor to provide the same as soon as possible and it is to be delivered at the same cost as mentioned in the quotations and no extra charges are to be applied for the same.
12. Also, in case of any curtailment of the given specifications of the deliverable, the charges of the curtailment would be according deducted.
13. Payment: 100% payment shall be made for the goods only in good condition after completion of the order.
14. The detailed terms and conditions regarding the order will be stated in the work order and need to be followed strictly.
15. All interested vendors must possess a valid PAN card number and also a GST number.
16. GST amount will be only provided for the deliverables that come under the GST rule and not for all deliverables. Also, a valid GST number and certificate has to be produced, failing to do this would lead to no payment of the GST amount.
17. Offers in the quotation should be written in English and the price should be written in both, figures and words.
18. The relevant supporting document(s) should be enclosed along with the offer.
19. Envelopes of quotation should be individually sealed and super-scribed with quotation number and due date of submission.
20. Quotation(s) received beyond the last date of quotation submission will be rejected.
21. The Vice-Chancellor, COEP Technological University has the final rights to cancel the quotation without any reason.
22. In case of the late delivery of the particulars, the penalty amount would be deducted from the final payment.



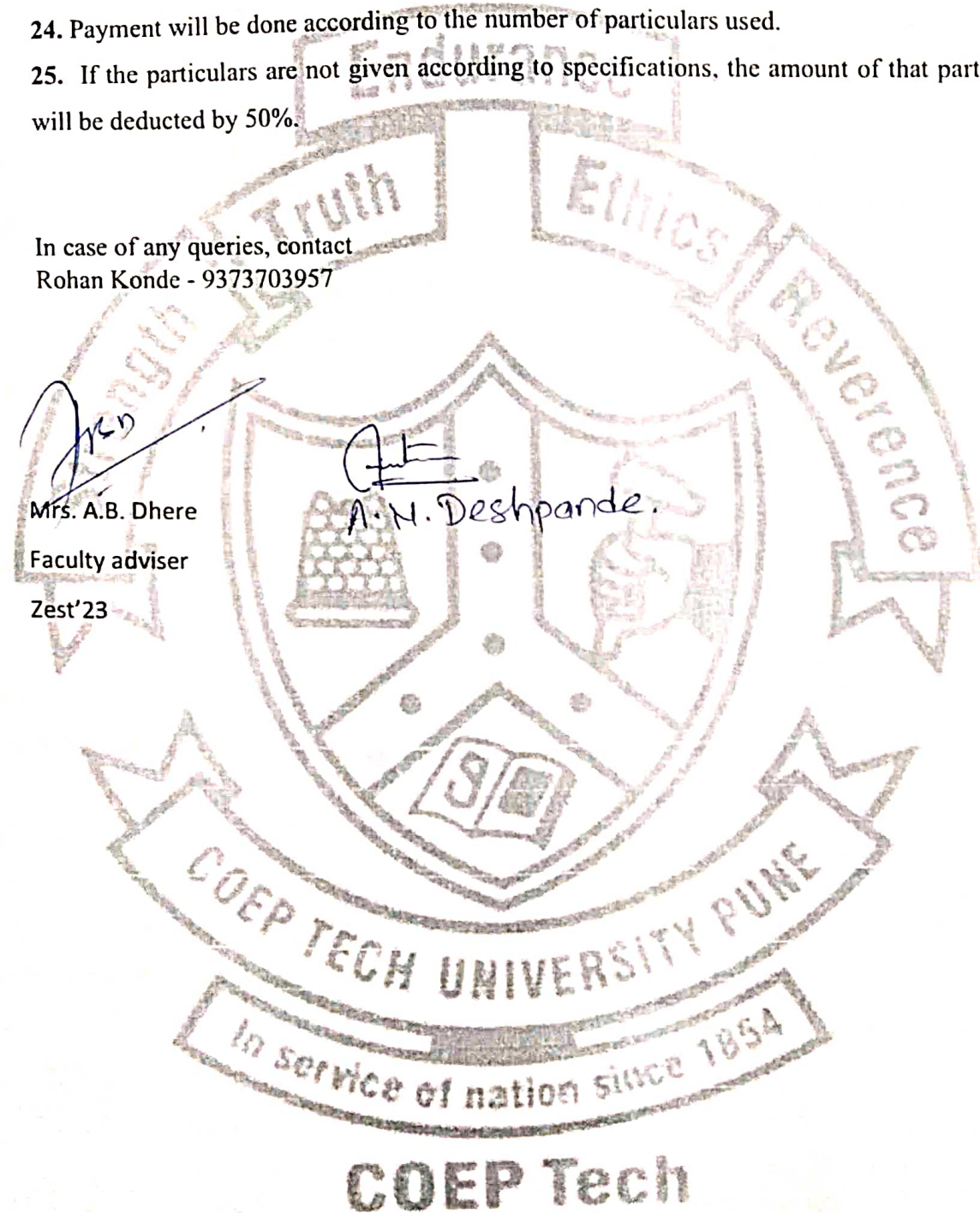
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23. The Institute reserves the right to cancel the purchase order before making a payment if the vendor fails to complete the order.
24. Payment will be done according to the number of particulars used.
25. If the particulars are not given according to specifications, the amount of that particulars will be deducted by 50%.

In case of any queries, contact  
Rohan Konde - 9373703957

  
Mrs. A.B. Dhere  
Faculty adviser  
Zest'23

  
A.N. Deshpande.



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