



COEP Technological University (COEP Tech)

A Unitary Public University of Government of Maharashtra
(Formerly College of Engineering Pune)
Wellesley Road, Shivajinagar, Pune-411005, Maharashtra, India

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Enquiry Letter

Sealed Quotation are invited by the COEP Technological University Pune from reputed caterers for the providing lunch services.

Enquiry Number :-	COEPTU/Enq/IDE/Lunch/2023-24/1980
Enquiry Date:-	01/06/2023 02 JUN 2023
Description & Qty:-	1. Providing Breakfast Lunch and Hi Tea for delegates attending on Five days IDE Programe 22 nd June to 26 th June, 2023 1. Tea 2. Lunch Menu:- Lunch:- One Sweet (like Gulabjamun, Jalebi etc) One Vegitable with Grevi and Dry, Dal, Rice or Pulav Or veg Biryani, Fulka Or Chapati Or Puri Salad, Papad, Chatani etc. 3. Hi Tea- Heavy Snack, One item like Sandwich Or Samosa etc, Tea and Coffee. Mineral Water Jar Appx. Plate Qty –Per day 350 plates (5*350=1750 plates)
Location:-	Department of CE & IT, COEP
Quotation Submission Date@ Time:-	Up to 08/06/2023 @ 4.00pm
Quotation Submission Place:-	Inward Section, Establishment Office, COEP Technological University, Wellesley Road, Shivajinagar, Pune-411005
Quotation Opening Place:-	Nodal Central In charge-IDE, Department of CE & IT

Terms & Conditions:-

1. Fax and Email quotation are not acceptable.
2. The taxes, insurance, freight, packing and forwarding charges if any be quoted in Indian Rupees separately.
3. The rates shall be valid for 90days.
4. **Validity:** Quotation Validity at least 90 days from the due date.
5. Quotations shall be sent in sealed envelopes clearly marked **Quotation for, 1980, Enquiry Number, Enquiry date and Enquiry due date** addressed to The Head, Department of Computer & IT, COEP Technological University Pune-411005.
6. Quotation(s) received after last date of Quotation submission will be rejected.
7. Final quantity will be informed two days before the event date. Excess to this informed quantity will be paid as per rates approved.
8. The food as per the order given is unlimited and if any main item is exhausted while serving the predefined dishes, appropriate penalty will be imposed. Decision of the director, of the institute in this regard will be final and binding on you.
9. These items are to be served unlimited for all dishes.
10. The vendor should undertake that raw material used is certified FDA or / FSSAI
11. Well dressed professionals be provided in sufficient no to serve the participants
12. Kitchen equipment and gas supply should be managed by caterers. Supplier should provide fire safety equipment in kitchen shed.
13. As the event is very important for COEP, high quality standards are to be maintained by the vendor. If it is observed that the quality of the food and services are not as mutually agreed, the appropriate penalty will be imposed on the vendor. The conveners of the Conference/Workshop/Event will have full right to decide the penalty.

14. Manpower required for service at each food counter will be provide by you and included in the cost of food.
15. The Vice Chancellor of COEP Technological University Pune reserves right to reject any one or all the quotation(s) without assigning any reasons there for.



Registrar

COEP Technological University Pune