

**Department of Mechanical Engineering**  
**College of Engineering, Pune**  
Wellesley Road, Shivajinagar, Pune-411 005  
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NO/COEP/MECH/DO lab/2018-19/

Date: 08/01/2019

**INVITATION FOR QUOTATION**

To,

**Subject:-** Invitation of quotation in sealed envelope for supply of furniture mention in the table  
**Last date of submission of the quotation: 15<sup>th</sup> January, 2019, Time: 4.00 PM at inward section of office of Department of Mechanical Engineering, College of Engineering, Shivajinagar, Pune.**  
College of Engineering, Pune invites quotation in sealed envelope for the supply/manufacturers as per the following specifications and under the conditions as specified.

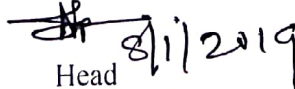
**SPECIFICATIONS OF ITEMS:**

Sr No	Item	Specifications	Quantity
1	Faculty Table	MDF table, Size=54*27*30 with three drawers and side runner	1
2	Faculty Chair	High back revolving chair with push back	1
3	Computer Table	Particle board table Size=48*24*30	2
4	Chair	Red and black Plastic chair with cushion(supreme made)	2

**Terms and Conditions:**

Note: The validity of the quotations is subject to fulfilment of the following conditions:

1. Fax and Email quotation are not acceptable.
2. Submit quotation in a sealed envelope and mention the name "**Quotation for furniture for Design and optimization lab/cabin**" on envelope.
3. Quotations should be valid for 60 days from the tender due date. The quotation should clearly indicate the period of delivery, warranty terms etc.
4. Payment Terms: Payment will be made after satisfactory delivery on receipt of the material in good condition.
5. All duties, taxes and other levies payable by the bidder needs to be included in the total price, and break up needs to be indicated
6. The last date of submission of the detailed quotation is **15<sup>th</sup> January, 2019 till 04:00 PM**
7. The quotations will be opened at **05:00PM on 15<sup>th</sup> January, 2019** in the office of the HOD, Mechanical Engineering Department, College of Engineering, Pune.
9. **Delivery:** The items to be delivered in Mechanical Engineering Department, College of Engineering, Pune within the period of 2 weeks from the date of issue of purchase order.
10. **Penalty:** Delivery period is up to 2 weeks only from date of receipt of P.O., extension shall be given for supply. In such case penalty for delay in proportion to the cost of equipment (usually at a rate of 1% for seven days) shall be charged. In case of delay more than 7 days, beyond the stipulated delivery date, order shall be deemed cancelled.

  
Head

Department of Mechanical Engineering  
College of Engineering, Pune