

**EH-TACAG'17,
NPEC-2017
And
ICPS 2017**

**Quotations for Supplying the Infrastructure, furniture,
lighting systems, arches, flower decoration, added sound
system and allied Services at the
EH-TACAG'17, NPEC-2017 and ICPS 2017 Conferences
Organized by
Department of Metallurgy and
Department of Electrical Engineering
At
College of Engineering Pune**

COLLEGE OF ENGINEERING PUNE

Ref. : COEP/EED-META/INFRA/CONF./

INVITATION FOR QUOTATIONS FOR Supplying the Infrastructure, furniture, lighting systems, arches, flower decoration, added sound system and allied Services at the NPEC-2017 and ICPS 2017 Conferences Organized by Department of Electrical Engineering at College of Engineering Pune and EH-TASCAG'17 conference organized by Department of Metallurgy.

You are invited to submit your most competitive quotation for the supplying and arranging the quality infrastructure for EH-TACAG, NPEC and ICPS conferences organized by COEP, as per the annexure.

The schedule is as follows

Date of inviting the quotations	15/11/2017
Last date of submitting the sealed quotation to EED office, COEP	21/11/2017 upto 3:30 pm
Opening of the quotations	21/11/2017 4:30 p.m.
Validity of quotation	2 months

- 1) The detailed infrastructure for every conference should be provided as indicated in the annexure.
- 2) The rate should be inclusive of all services, delivery charges etc and supplied on site at COEP. The rate should be charged per conference, giving details unit wise for every item
- 3) The taxes (GST etc.) shall be mentioned separately.
- 4) Cleanliness and hygiene of the area as well as of the workers must be maintained according to the standards.
- 5) Deliverable by COEP: 1.Electric supply 2.Back up of supply
- 6) COEP reserves right to make changes in the quantity which will be informed in advance (a week).
- 7) The vendor should have provided such an infrastructure for at least 3 events of similar nature in last 1 year.
- 8) The vendor should have experience with reputed educational institutes like IISER, COEP, CME, NDA etc.
- 9) The vendor should attach the following documents along with the quotation:
 - List of your valued customers, with contact number, served in last one year
 - GST/ Service tax registration copy.
 - COEP reserves right to cancel any bids without giving any reason.
 - Bids will be judged based on feedback from valued customers, experience with COEP, etc.
 - The vendor will be responsible for the cleanliness of the area after the event. Disposal of waste material is the responsibility of the vendor.
- 10) Vendor should take all safety precautions regarding the fire and all human personnel engaged by the vendors to serve the purpose. For any accident, the vendor will solely be responsible.

- 11) As ALL THREE events are very important events for COEP, high quality standards are to be maintained by the vendor. If it is observed that the quality of services is not as mutually agreed, the appropriate penalty will be imposed on the vendor. The conveners of the conferences will have full right to decide the penalty.
- 12) Separate orders will be given for ALL THREE CONFERENCES. Though rates are item wise, order will be given event wise. However, institute reserves all rights to give the order in whatever form it decides appropriately.
- 13) Mere lowest rate will not be the sole criteria for awarding the contract. A committee comprising of conveners, and HoD, and senior faculty EED will study all the offers, background of the vendors, earlier experience and may invite all or few vendors. All rights in this regards are reserved by the institute.

Convener EH-TACAG 17

Convener NPEC-2017

Convener ICPS 2017

Annexure
Table 1: Infrastructure required for EH-TACAG 17
Date:- 14-16 December 2017

Sr. No.	Item	Size	A/U	Quantity	Rate	Amount
					(Rupees)	(Rupees)
A	Main Entrance					
1	Box arch	23 x	No.	1		
2	Side cloth Partition 20 +20		Rft	40		
B	Registration Area					
1	(a) Marque 4M x 4M		Nos.	3		
	(b) Carpet 70 x 10 , 100 x 10 , 40 x 10,60 x 10		Sqft	2700		
	(c) Pots		Nos.	50		
	(d) Umbrella		Nos.	10		
	(e) Cloth Partition		Rft	45		
2	<u>Lighting</u>					
	(a) Pedestal Fans		Nos	4		
	(c) Metal Halide Lights		Nos	4		
	(e) 5/15-amp Plug Points		Nos	4		
3	<u>Pre-fabricated Stalls</u> - with powder coated aluminium sections and PVC or laminated plywood sheet partitions, having the following items					
	- System Table - 1.2m x 0.6m x 0.75m – 01 No					
	- Folding Director Canvas Chairs - 02 Nos					
	- Spotlights 100W - 04 Nos					
	- 5-amp Plug Point - 01 No					
	NO Carpet					
	- 4m x 4m Stalls		Nos	2		
4	Curved Registration Counters, with fascia		Nos	6		
C	Stage Set up					
1	Stage Carpet		Sqft	3000		
2	Head table frill		No.			
3	Inauguration lamp			1		
a						
1	Plazma		No.	2		
b	-					
1	<u>Flower decoration</u>					
2	<u>Rangoli</u>					
c	-					

1	Profile light		No.	2		
2	LED Par		No.	12		
3	Par cans		No.	12		
D	Exhibition Area / Breakfast & high tea area					
1	Marque 6M x 6M		Nos.	2		
2	Mandap with double cloth	64 x	Sqft	1408		
3	Mandap with double cloth	60 x	Sqft	600		
4	Side covering - Tin		Rft	200		
5	Side Covering - Cloth		Rft	200		
6	Carpet		Sqft	2500		
7	Tables		Nos.	30		
8	PVC chairs		Nos.	50		
9	Round tables with cloth & frill		Nos.	10		
a						
1	<u>Pre-fabricated Stalls</u> - with powder coated aluminium sections and PVC or laminated plywood sheet partitions, having the following per every 09 sqm -					
	Each stall would have :-					
	- System Table - 1.2m x 0.6m x 0.75m - 01 No					
	- Folding Director Canvas Chairs - 02 Nos					
	- Spotlights 100W - 03 Nos					
	- Vinyl Name on fascia - 01 No					
	- 5-amp Plug Point - 01 No					
	NO Carpet					
	- 3m x 2m Stalls		Nos	20		
2	Panelling for Five Square Columns - 4 mtrs each		Mtrs	20		
b						
1	Ceiling fans		Nos	10		
2	Mercury lights		Nos	12		
3	Metal light		Nos	4		
E	<u>Poster presentation area</u>					
1	<u>Pre-fabricated Panelling</u> (for 75 posters)					
	- Single sided (01 poster), with one spotlight		Mtrs	75		

F	Relax zone area					
1	Mandap with double cloth	33 x	Sqft	1980		
2	Cloth Partition		Rft	100		
3	Tin Partition		Rft	100		
4	Round table with cloth & frill		Nos	6		
5	Fiber chairs		Nos	30		
6	Ceiling fan			10		
7	Metal lights			4		
G	Food area					
1	Super Structure with double cloth	60 x	Sqft	3600		
2	Mandap with double cloth	54 x	Sqft	1188		
3	Mandap with double cloth	60 x	Sqft	720		
4	Carpet		Sqft	6000		
5	Cloth Partition		Rft	390		
6	Kitchen shed	40 x	Sqft	1200		
7	Tin partition for kitchen shed		Rft	100		
8	Cloth Partition for kitchen shed		Rft	60		
9	Round table with cloth & frill		No.	20		
10	Table		No.	60		
a	Light & sound					
1	Metal light		Nos	10		
2	Mercury lights		Nos	32		
3	Ceiling fan		Nos	20		
4	Water Fountains		Nos	4		
5	Sound system for instrumental music		Nos	1		
H	Venue lighting for campus area					
	Metal light			100		
	Building light - Nawar			100		
	Building mala			100		
I	Transport					
					Total	
					GST	
					Total	

Table 2: Infrastructure required for NPEC 2017
Date:- 18-20 December 2017

Sr. No.	Item	Size	A/U	Quantity	Rate (Rupees)	Amount (Rupees)
A	Main Entrance					
1	Box arch	23 x 17	No.	1		
2	Side cloth Partition 20 +20		Rft	40		
B	Registration Area					
1	(a) Marque 4M x 4M		Nos.	3		
	(b) Carpet 70 x 10 , 100 x 10 , 40 x 10,60 x 10		Sqft	2700		
	(c) Pots		Nos.	50		
	(d) Umbrella		Nos.	10		
	(e)Cloth Partition		Rft	45		
2	<u>Lighting</u>					
	(a) Pedestal Fans		Nos	4		
	(c) Metal Halide Lights		Nos	4		
	(e) 5/15-amp Plug Points		Nos	4		
3	<u>Pre-fabricated Stalls</u> - with powder coated aluminium sections and PVC or laminated plywood sheet partitions, having the following items					
	- System Table - 1.2m x 0.6m x 0.75m - 01 No					
	- Folding Director Canvas Chairs - 02 Nos					
	- Spotlights 100W - 04 Nos					
	- 5-amp Plug Point - 01 No					
	NO Carpet					
	- 4m x 4m Stalls		Nos	2		
4	Curved Registration Counters, with fascia		Nos	6		
C	Stage Set up					
1	Stage Carpet		Sqft	3000		
2	Head table frill		No.			
3	Inauguration lamp			1		
a						
1	Plazma		No.	2		
b						
1	<u>Flower decoration</u>					

2	Rangoli					
c						
1	Profile light		No.	2		
2	LED Par		No.	12		
3	Par cans		No.	12		
D	Exhibition Area / Breakfast & high tea area					
1	Marque 6M x 6M		Nos.	2		
2	Mandap with double cloth	64 x 22	Sqft	1408		
3	Mandap with double cloth	60 x 10	Sqft	600		
4	Side covering - Tin		Rft	200		
5	Side Covering - Cloth		Rft	200		
6	Carpet		Sqft	2500		
7	Tables		Nos.	30		
8	PVC chairs		Nos.	50		
9	Round tables with cloth & frill		Nos.	10		
a						
1	<u>Pre-fabricated Stalls</u> - with powder coated aluminium sections and PVC or laminated plywood sheet partitions, having the following per every 09 sqm -					
	Each stall would have :-					
	- System Table - 1.2m x 0.6m x 0.75m - 01 No					
	- Folding Director Canvas Chairs - 02 Nos					
	- Spotlights 100W - 03 Nos					
	- Vinyl Name on fascia - 01 No					
	- 5-amp Plug Point - 01 No					
	NO Carpet					
	- 3m x 2m Stalls		Nos	10		
2	Panelling for Five Square Columns - 4 mtrs each		Mtrs	20		
b						
1	Ceiling fans		Nos	10		
2	Mercury lights		Nos	12		
3	Metal light		Nos	4		

E	Relax zone area					
1	Mandap with double cloth	33 x 60	Sqft	1980		
2	Cloth Partition		Rft	100		
3	Tin Partition		Rft	100		
4	Round table with cloth & frill		Nos	6		
5	Fiber chairs		Nos	30		
6	Ceiling fan			10		
7	Metal lights			4		
F	Food area					
1	Super Structure with double cloth	60 x 60	Sqft	3600		
2	Mandap with double cloth	54 x 22	Sqft	1188		
3	Mandap with double cloth	60 x 12	Sqft	720		
4	Carpet		Sqft	6000		
5	Cloth Partition		Rft	390		
6	Kitchen shed	40 x 30	Sqft	1200		
7	Tin partition for kitchen shed		Rft	100		
8	Cloth Partition for kitchen shed		Rft	60		
9	Round table with cloth & frill		No.	20		
10	Table		No.	60		
a	Light & sound					
1	Metal light		Nos	10		
2	Mercury lights		Nos	32		
3	Ceiling fan		Nos	20		
4	Water Fountains		Nos	4		
5	Sound system for instrumental music		Nos	1		
G	Venue lighting for campus area					
	Metal light		Nos	100		
	Building light - Nawar		Nos	100		
	Building mala		Nos	100		
H	Transport					
					Total	
					GST	
					Total	

Table 3: Infrastructure required for ICPS 2017
Date:- 21-23 December 2017

Sr. No.	Item	Size	A/U	Quantity	Rate (Rupees)	Amount (Rupees)
A	Main Entrance					
1	Box arch	23 x 17	No.	1		
2	Side cloth Partition 20 +20		Rft	40		
B	Registration Area					
1	(a) Marque 4M x 4M		Nos.	7		
	(b) Carpet 70 x 10 , 100 x 10 , 40 x 10,60 x 10		Sqft	2700		
	(c) Pots		Nos.	50		
	(d) Umbrella		Nos.	10		
	(e)Cloth Partition		Rft	165		
2	<u>Lighting</u>					
	(a) Pedestal Fans		Nos	4		
	(c) Metal Halide Lights		Nos	4		
	(e) 5/15-amp Plug Points		Nos	4		
3	<u>Pre-fabricated Stalls</u> - with powder coated aluminium sections and PVC or laminated plywood sheet partitions, having the following items					
	- System Table - 1.2m x 0.6m x 0.75m - 01 No					
	- Folding Director Canvas Chairs - 02 Nos					
	- Spotlights 100W - 04 Nos					
	- 5-amp Plug Point - 01 No					
	NO Carpet					
	- 4m x 4m Stalls		Nos	2		
4	Curved Registration Counters, with fascia		Nos	6		
5	<u>Pre-fabricated Stalls</u> - with powder coated aluminium sections and PVC or laminated plywood sheet partitions, having the following per every 09 sqm -					
	Each stall would have :-					
	- System Table - 1.2m x 0.6m x 0.75m - 01 No					
	- Folding Director Canvas Chairs - 02 Nos					
	- Spotlights 100W - 03 Nos					

	- Vinyl Name on fascia - 01 No					
	- 5-amp Plug Point - 01 No					
	NO Carpet					
	- 3m x 3m Stalls		Nos	4		
C	Stage Set up					
1	Stage Carpet		Sqft	3000		
2	Head table frill		No.			
3	Inauguration lamp			1		
a						
1	Plazma		No.	2		
b	-					
1	<u>Flower decoration</u>					
2	<u>Rangoli</u>					
c	-					
1	Profile light		No.	2		
2	LED Par		No.	12		
3	Par cans		No.	12		
D	Exhibition Area / Breakfast & high tea area					
1	Marque 6M x 6M		Nos.	2		
2	Mandap with double cloth	64 x 22	Sqft	1408		
3	Mandap with double cloth	60 x 10	Sqft	600		
4	Side covering - Tin		Rft	200		
5	Side Covering - Cloth		Rft	200		
6	Carpet		Sqft	2500		
7	Tables		Nos.	30		
8	PVC chairs		Nos.	50		
9	Round tables with cloth & frill		Nos.	10		
a						
1	<u>Pre-fabricated Stalls</u> - with powder coated aluminium sections and PVC or laminated plywood sheet partitions, having the following per every 09 sqm -					
	Each stall would have :-					
	- System Table - 1.2m x 0.6m x 0.75m - 01 No					
	- Folding Director Canvas Chairs - 02 Nos					
	- Spotlights 100W - 03 Nos					
	- Vinyl Name on fascia - 01 No					
	- 5-amp Plug Point - 01 No					
	NO Carpet					
	- 3m x 2m Stalls		Nos	10		

2	Panelling for Five Square Columns - 4 mtrs each		Mtrs	20		
b						
1	Ceiling fans		Nos	10		
2	Mercury lights		Nos	12		
3	Metal light		Nos	4		
E	<u>Poster presentation area</u>					
	-					
1	<u>Pre-fabricated Panelling (for 40 posters)</u>					
	- Single sided (01 poster), with one spotlight		Mtrs	40		
F	Relax zone area					
1	Mandap with double cloth	33 x 60	Sqft	1980		
2	Cloth Partition		Rft	100		
3	Tin Partition		Rft	100		
4	Round table with cloth & frill		Nos	6		
5	Fiber chairs		Nos	30		
6	Ceiling fan		Nos	10		
7	Metal lights		Nos	4		
G	Food area					
1	Super Structure with double cloth	60 x 60	Sqft	3600		
2	Mandap with double cloth	54 x 22	Sqft	1188		
3	Mandap with double cloth	60 x 12	Sqft	720		
4	Carpet		Sqft	6000		
5	Cloth Partition		Rft	390		
6	Kitchen shed	40 x 30	Sqft	1200		
7	Tin partition for kitchen shed		Rft	100		
8	Cloth Partition for kitchen shed		Rft	60		
9	Round table with cloth & frill		No.	20		
10	Table		No.	60		
	Light & sound					
1	Metal light		Nos	10		
2	Mercury lights		Nos	32		
3	Ceiling fan		Nos	20		
4	Water Fountains		Nos	4		
5	Sound system for instrumental music		Nos	1		

	-					
H	Venue lighting for campus area					
1	Metal light			100		
2	Building light - Nawar			100		
3	Building mala			100		
I	Transport					
					Total	
					GST	
					Total	